

7.9.2019

**PUBLIC HEALTH  
AND SAFETY  
STANDING  
COMMITTEE**

# MAYOR'S OFFICE COORDINATORS REPORT

22

OVERALL STATUS (please circle):  APPROVED  DENIED  N/A  CANCELED

Petition #: 911 Event Name: Worship in the Community

Event Date: July 20, 2019

Street Closure: Edgefield Street

Organization Name: Mt. Pleasant Missionary Baptist Church

Street Address: 21150 Moross Road Detroit, MI

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance	<input type="checkbox"/> Run/Marathon
<input type="checkbox"/> Bike Race	<input checked="" type="checkbox"/> Religious Ceremony	<input type="checkbox"/> Political Ceremony	<input type="checkbox"/> Festival
<input type="checkbox"/> Filming	<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Fireworks	<input type="checkbox"/> Convention/Conference	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> 24-Hour Liquor License			

#### Petition Communications (include date/time)

Mt. Pleasant Missionary Baptist Church will host their annual neighborhood outreach event at 21150 Moross Road & adjacent parking lot from 11:00am - 3:00pm; with temporary street closure on Edgefield Street.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD will Provide Special Attention
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contracted with Community EMS to Provide Private EMS Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barricades Required for Street Closures
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vendors License Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Lusher

Date: 7-3-19

**City of Detroit**  
**OFFICE OF THE CITY CLERK**

Janice M. Winfrey  
City Clerk

Vivian A. Hudson  
Deputy City Clerk

## DEPARTMENTAL REFERENCE COMMUNICATION

*Friday, July 5, 2019*

*To: The Department or Commission Listed Below*  
*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUSINESS LICENSE CENTER    BUILDINGS SAFETY ENGINEERING  
TRANSPORTATION DEPARTMENT    MUNICIPAL PARKING DEPARTMENT

**911**    *Mt. Pleasant Missionary Baptist Church, request to hold "Worship in the Community" at Mt. Pleasant Missionary Baptist Church on 7/20/19 @ 11am - 3pm, Set-up on 7/20/19 @ 7am - 10:30am, Tear down at the end of the event from 3:15 pm - 6 pm, Street Closure on Edgefield*

Janice M. Winfrey  
City Clerk

**City of Detroit**  
**OFFICE OF THE CITY CLERK**

Caven West  
Deputy City Clerk/Chief of Staff

## **AMENDMENT**

Modified 4/23/19

### **DEPARTMENTAL REFERENCE COMMUNICATION**

*Thursday, June 6, 2019*

*To: The Department or Commission Listed Below*  
*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

---

MAYOR'S OFFICE      DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT      FIRE DEPARTMENT  
BUSINESS LICENSE CENTER      BUILDINGS SAFETY ENGINEERING  
TRANSPORTATION DEPARTMENT      MUNICIPAL PARKING DEPARTMENT

911      *Mt. Pleasant Missionary Baptist Church, request to hold "Worship in the Community" at Mt. Pleasant Missionary Baptist Church on 7/20/19 @ 11am - 3pm, Set-up on 7/20/19 @ 7am - 10:30am, Tear down at the end of the event from 3:15 pm - 6 pm, Street Closure on ~~Marshall Road~~, Edgefield, ~~Marshall~~*

7/20/2019

#911

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the special events guidelines, please print them out for reference. You are required to complete the information below so that the City of Detroit can gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the City of Detroit Clerk's Office at least 60 days prior to the first day of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets or maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: Worship in the Community

Event Location: Mt. Pleasant Missionary Baptist Church, 21150 Moross Road, Detroit, MI 48236

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Mt. Pleasant Missionary Baptist Church

Organization Mailing Address: 21150 Moross Road

Business Phone: (313)884-6648

Business Fax: (313)884-0348

Federal Tax ID #: 85-2302468

*If registered as a non-profit, indicate non-profit ID number and attach a copy of the certificate*

Applicant Name: James Mannick

Title/Role: Pastor

Email Address: pastor@mtpleasantchurch.org

Mailing Address: Same as above

Business Phone: Same as above

Business Fax:

Event On-Site Contact Person:

Mailing Address: ENCO Hall

Business Phone: Same as above

Business Fax:

*Last name, phone number of persons authorized to make decisions for the organization/event (indicate role/responsibility)*

Last Event Sponsors: We are in the process of submitting 00000000. A partial list of Sponsors will be documented by 07/31/2019.

Event Elements (check all that apply)

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance
<input type="checkbox"/> Run/Marathon	<input type="checkbox"/> Bike Race	<input checked="" type="checkbox"/> Religious Ceremony
<input type="checkbox"/> Political Event	<input type="checkbox"/> Festival	<input type="checkbox"/> Filming
<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Convention/Conference	<input type="checkbox"/> Fireworks	<input type="checkbox"/> Other

**Provide a brief description of your event:**

Worship in the Community is an outreach activity of Mt. Pleasant Missionary & Positive Influences (Mt. Pleasant's NPO) to provide resources to the community

**What are the projected set-up, event and tear down dates and times (must be completed)?**

Begin Set-up Date & Time: July 19, 2019 Complete Set-up Date & Time: July 20 at 10:30 A.M.

Event Start Date & Time: July 20, 2019 Event End Date & Time: July 20 at 3:00 P.M.

Begin Tearing Down Date: 3:15 P.M. Complete Tear Down Date: 6:00 P.M.

Event Times (If more than one day, give times for each day)

Saturday, July 20, 2019 11:00 to 3:00 P.M.

**Is this the first time you have held this event in the City of Detroit?**  Yes  No

If no, what years has the event been held in Detroit? 2018

When was the event last held in Detroit? 2018

Where was the event last held in Detroit? 11th Annual Community Festival, Mt. Pleasant, Michigan

What were the hours last year? 11:00 A.M. to 3:00 P.M.

Project Attendance This Year (Minimum: Maximum)? 200-250

What is the basis for your projected attendance? Projected attendance is based on attendance in 2018

**Please describe your anticipated/ target audience:**

Is this going to be an annual event?  Yes  No

If yes, do you have a preferred/proposed for next year? Yes, July 18, 2020

If a parade is planned, Indicate elements (check all that apply)

People  Balloons

Floats  Animals

Vehicles  Other

Bands

**If animals included, specify type, number and how used** None

Name of business supplying animal(s):

Contact Person

Address

Phone

City/State/Zip

### Section 3- LOCATION/SITE INFORMATION

Location of Event: 21150 Morsos Road, Detroit, MI 48236

Facilities to be used (circle)  Street  Sidewalk  Park  City Facility

Please attach a site plan which illustrates the anticipated layout of your event including the following

-Public entrance and exit	-Location of First Aid
-Location of merchandise booths	-Location of fire hose
-Location of food booths	-Proposed route for walk/run
-Location of garbage receptacles	-Location of tents and canopies
-Location of beverage booths	-Sketch of street closure
-Location of sound stages	-Location of bleachers
-Location of hand washing sinks	-Location of press area
-Location of portable restrooms	-Sketch of proposed light pole banners

### Section 4- ENTERTAINMENT

What type of entertainment will be used? (check all that apply)

<input checked="" type="checkbox"/> Singers	<input type="checkbox"/> Magician
<input checked="" type="checkbox"/> Musicians	<input type="checkbox"/> Story Telling
<input type="checkbox"/> Comedians	<input checked="" type="checkbox"/> Other <u>Entertainment for children</u>

Describe the entertainment for this year's event. The entertainment for this year's event is several local artists accompanied

by a band.

List proposed entertainers and/or bands performing at the event. Matthew Sobe, Samire, Al Verne Johnson, Timo, Tito Mingo, Shannon Jackson, and Dianne Clegg are the artists that will perform. A band consisting of keyboard, bass and lead guitar and drums will accompany the artists.

Will a sound system be used?  Yes  No

If yes, what type of sound system?

<input type="checkbox"/> Acoustic-audible, sound heard within natural range
<input checked="" type="checkbox"/> Amplified-augmented, sound increased to broaden range

The amplified sound will be used.

Will the event consist of a musical concert?  Yes  No

If yes, what type of music? (check all that apply)

<input checked="" type="checkbox"/> Live	<input type="checkbox"/> Recorded	<input type="checkbox"/> Karaoke/Up-synch
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Describe specific power needs for entertainment and/or music 5000 watts of portable power to music

How many generators will be used?

How will the generators be fueled? The generators will be fueled by gas

Name of vendor providing generators

Contact Person: people entertainment LLC, Roger Webb

Address

Phone

City/State/Zip

## Section 5- COMMUNICATION/ADVERTISING STRATEGY

Check all applicable boxes that describe the type of promotion you plan to use to attract participants

Radio (Specify stations)  
 Television (Specify stations)  
 Newspapers (specify papers)  
 Web site (Identify web address)  
 Public Relations or Marketing Firm (Specify)

Contact Info

Raffle (List item(s))

Billboards

Flyers

Street Banners

Other (specify) Posters

NOTE: All raffles subject to laws of State/City

## Section 6- SALES INFORMATION

Will there be advanced ticket sales?  Yes  No  
If yes, please describe

Will there be on-site ticket sales?  Yes  No  
If yes, list price(s)

Will food be sold?  Yes  No  
If yes, please pick up Special Events Vendor Packet in Suite 105

Will merchandise be sold?  Yes  No  
If yes, describe

Will a percentage of the proceeds be distributed to a charitable organization?  Yes  No

If yes, describe Ten percent of the vendor sales will be donated to Positive Influences

If the event is a fundraiser, identify charity or recipient of funds

Will there be vending or sales?  Yes  No  
If yes, check all that apply

Food  Merchandise  
 Non-Alcoholic Beverages  Alcoholic Beverages  
 Cosmetics  Other

Indicate type of items to be sold

Vendors will be provided the opportunity to sell shirts, jewelry, books and similar items

Will these be exclusive vendors or outside vendors? (please describe)

Exclusive vendors: All vendors and service providers must register by June 30, 2019

## Section 7: PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing park contract security will be used

Contact Person: Randolph Hicks

Address: 16135 Harper Avenue, Detroit, MI 48224

Phone: (313)821-3000

City/State/Zip:

Number of Private Security Personnel Hired Per Shift: 3

Are the private security personnel (check all that apply)

Licensed

Armed

Bonded

Describe the emergency evacuation plan:

An emergency evacuation plan is attached.

Describe the parking plan to accommodate anticipated attendance:

Attendees will use designated on-street parking. Overflow parking is available at neighboring churches.

How will you advise attendees of parking options:

Signs and information distributed publicly for the event.

Are you seeking a group parking rate?  No

## Section 8: COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carry-over, safety)?

This year we plan to host the Worship in the Community event in collaboration with Grace Community Church. Both organizations will utilize its influence and position to promote to its respective neighborhood general volunteerism within the neighborhood. The public participation community event page is bringing together two campuses on opposite sides of Detroit. Participants will be invited to discuss activities, upcoming dates of interest, where to register, and where to access to food and supplies.

Have local neighborhood groups/businesses approved your event?

Yes  No

Indicate what steps you have or will take to notify them of your event:

Local residents and businesses will be notified of street closures, traffic detours and limited street access or parking through a community mailer, door-to-door flyers, and street sign postings at least three weeks prior to event.

Indicate contact names and phone numbers (for verification) or attach approved letter(s):

## Section 9: EVENT SET-UP

Complete the appropriate categories that apply to the event:

### Structure

How Many:

0

Size/Height:

(2) 10 x 20 (and 1) 4 x 6

Booth:

Tent (enclosed on 3 sides):

One mobile unit (bus)

Canopy (open on all sides)

Staging/Scaffolding

14ft x 28 ft

Bleachers

Company: The Parade Company

Grill

Gas

Charcoal

Electrical

Propane

Fireworks (Pyrotechnics)

Aerial  Stage

Provide Sketch:

Portable Restrooms:

Standard  ADA Accessible

Vehicles

Type/Weight

Other:

NOTE: Specific requirements must be met and special approval must be received by the Detroit Fire Department

Will additional electrical wiring need to be installed? Specify locations, voltage, amperage, and phase NO

Will additional utility services be used (power, water, etc.)? Please describe. NO

Do you plan a fireworks display? List dates, time, location, vendor, and attach certificate of insurance NO

**Section 10- COMPLETE ALL THAT APPLY**

**Name of Sanitation Company collecting refuse and**

**garbage? Contact Person: GFL Environmental**

**Address: 8200 Edgeline**

**Phone: 844-464-3587**

**City/State/Zip: Sterling Heights, MI 48313**

**Name of company providing emergency medical services?**

**Contact Person: Community EMS**

**Address: 26401 West Eight Mile Road**

**Phone: 248-356-3900**

**Name of company providing porta-johns.**

**Contact Person: MACI, LLC**

**Address: 32671 Conrad**

**Phone**

**City/State/Zip: Chesterfield, MI 48047**

**Name of private catering company?**

**Contact Person:**

**Address:**

**Phone**

**City/State/Zip:**

**SPECIAL USE REQUESTS**

**List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening  
Neighborhood Signatures must be submitted with application for approval**

**Attach a map or sketch of the proposed area for closure. Please see attached diagram.**

**STREET NAME: Edgeline**

**FROM** Please see attached diagram

**TO**

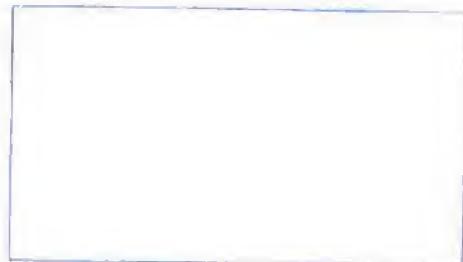
**Closure Dates** July 20, 2019

**Beg Time** 9:00 A.M.

**End Time** 4:00 P.M.

**Reopen Date** July 20, 2019

**Time:** 4:00 P.M.



**STREET NAME:** \_\_\_\_\_

**FROM**  
**TO** \_\_\_\_\_

**Closure Dates:**  
**Beg. Time:** \_\_\_\_\_  
**End Time:** \_\_\_\_\_  
**Reopen Date:** \_\_\_\_\_  
**Time:** \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

**FROM**  
**TO** \_\_\_\_\_

**Closure Dates:**  
**Beg. Time:** \_\_\_\_\_  
**End Time:** \_\_\_\_\_  
**Reopen Date:** \_\_\_\_\_  
**Time:** \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

**FROM**  
**TO** \_\_\_\_\_

**Closure Dates:**  
**Beg. Time:** \_\_\_\_\_  
**End Time:** \_\_\_\_\_  
**Reopen Date:** \_\_\_\_\_  
**Time:** \_\_\_\_\_

**Requested City Equipment**

**Provided In** \_\_\_\_\_ (year)

**Current Request** \_\_\_\_\_ (year)

**Street Closures**

**Posting no parking signs**

**Light pole**

**Electrical Services**

**Storage for Trailers/Trunks**

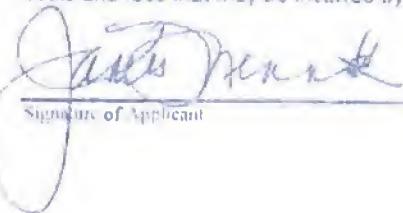
**Barricades are not supplied from the City of Detroit**

**ADDITIONAL INFORMATION**

**Is there any additional information that you feel is important to mention regarding your event or additional requests?**

**AUTHORIZATION & AFFADAVIT OF APPLICANT**

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulation established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.



Signature of Applicant

6/20/18

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

## EMERGENCY EVACUATION PLAN

The purpose of this emergency plan is to outline the actions to be taken for evacuation due to various hazards. In the event of an emergency, the Supervisor/Leader on site needs to assess the urgency on the situation. If the hazard requires immediate response the Supervisor/Leader on site will refer to this policy and exercise their judgement when taking action. As soon as possible, the City of Detroit Public Safety will be notified.

### Procedures:

Emergencies may require evacuation or "sheltering in place". Major emergencies may involve specialized personnel. **Always follow emergency responder instructions.**

When weather conditions warrant patrons to cease play and immediately seek shelter, an air horn signal will be sounded in the form of a 5-second long beep. The air horn will be signaled as a result of any of the following notifications:

- o Notification from City of Detroit Public Safety
- o Alerts via weather radio and/or lightning detector
- o Observations of staff
- o Weather siren alarms
- o Any other factor or element observed

When it is deemed safe for patrons to resume play, an air horn signal will be sounded in the form of 3 short beeps.

In addition to the above procedures, when a tornado has been sighted, conditions are favorable for a tornado, or severe thunderstorm warning has been issued for City of Detroit or County of Wayne or Weather Authority, hearing the weather siren sound, signaling all patrons to cease play and immediately seek shelter.

- Evacuations

- Flash Flood

- 1. Clear facilities and fields.
    2. Notify Athletic Coordinator and Park Director

3. Evacuate patrons safely (seek higher ground, such as hill behind tennis courts; if time allows patrons are encouraged to leave with their vehicles).
4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers).

#### Fire

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director
3. Evacuate patrons safely (the primary site is the small pavilion and parking lot adjacent). Remain at least 150 feet from the fire.
4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers).

#### Hazardous Materials

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director
3. Evacuate patrons safely away from the hazard (seek higher ground; if time allows patrons are encouraged to leave with their vehicles).
4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers)

#### • Shelter in Place

##### Tornado/High Winds

When a tornado watch has been issued, all outdoor activities will be cancelled. Indoor activities may resume.

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director
3. Shelter patrons in the areas designated on the tornado site plan. If necessary direct patrons to low ground.

4. Bring emergency supply kit.
5. Account for all patrons and staff (write down names and phone numbers).

#### **Lightning/Severe Thunderstorms**

1. Clear facilities and fields.
2. Notify Athletic Coordinator and Park Director.
3. Instruct players and spectators to go to their vehicles. Stay away from water, metal, and trees.

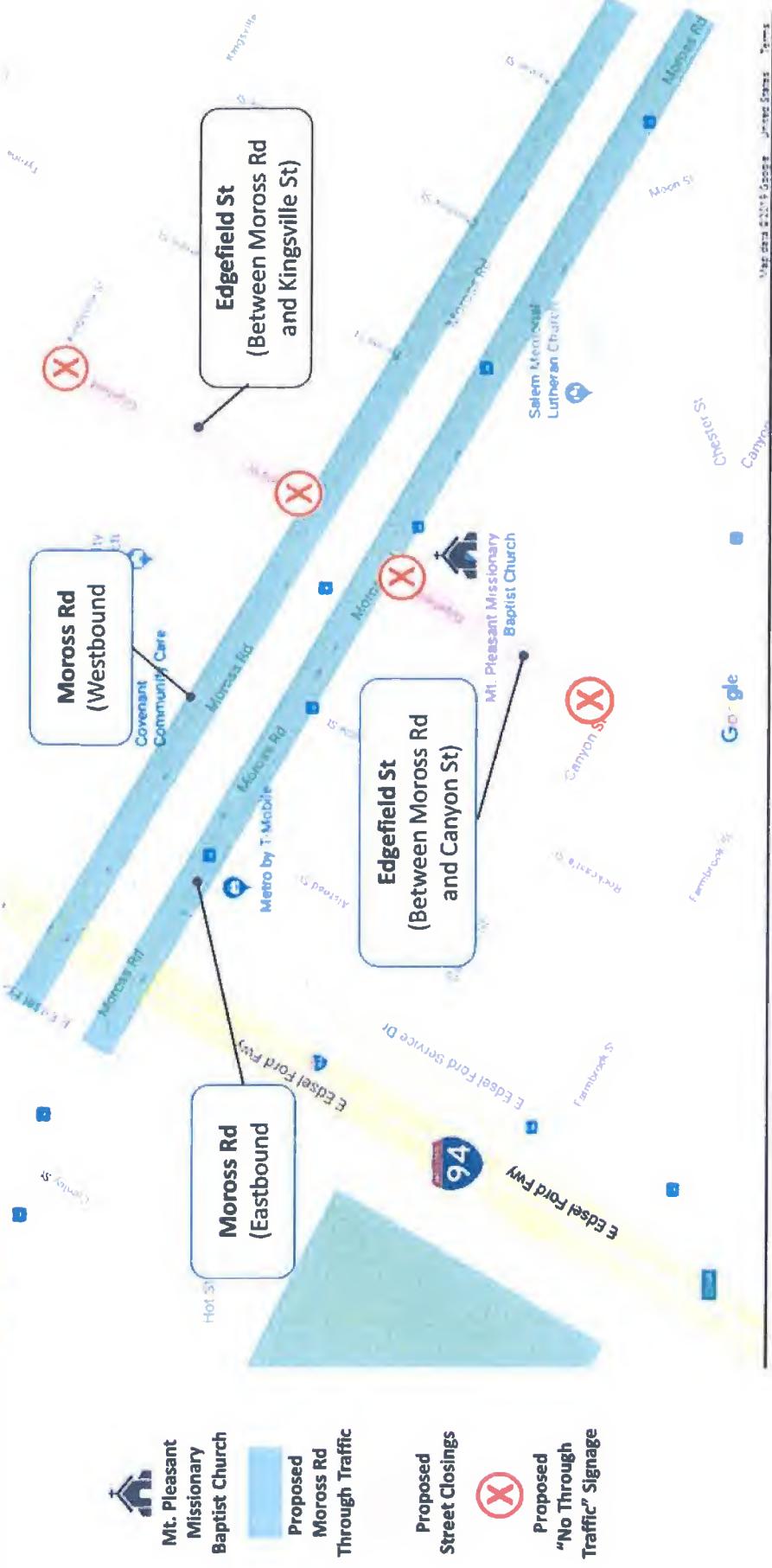
#### **• Suspicious Package**

1. Note location of suspicious package.
2. Leave package where it is found.
3. Evacuate area immediately. Remain at least 300 feet from the package.
4. Call 911.

Modifield

6/23/19

# Mt Pleasant Missionary Baptist Church 2019 Worship in the Community Event **Proposed Street Closing**



# AMENDMENT

2019-06-06

**911**

*Petition of Mt. Pleasant Missionary  
Baptist Church, request to hold  
"Worship in the Community" at Mt.  
Pleasant Missionary Baptist Church  
on 7/20/19 @ 11am - 3pm, Set-up on  
7/20/19 @ 7am - 10:30am, Tear down  
at the end of the event from 3:15 pm -  
6 pm, Street Closure on Edgefield*

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## REFERRED TO THE FOLLOWING DEPARTMENT(S)

MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUSINESS LICENSE CENTER    BUILDINGS SAFETY  
TRANSPORTATION DEPARTMENT    MUNICIPAL

22

## MAYOR'S OFFICE COORDINATORS REPORT

23

OVERALL STATUS (please circle):  APPROVED  DENIED  N/A  CANCELED

Petition #: 940 Event Name: High Times U.S Cannabis Cup Detroit 2019

Event Date: August 17 - 18, 2019

Street Closure: None

Organization Name: High Times Productions, Inc.

Street Address: 10990 Wilshire Road Los Angeles, CA 90024

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input checked="" type="checkbox"/> Concert/Performance	<input type="checkbox"/> Run/Marathon
<input type="checkbox"/> Bike Race	<input type="checkbox"/> Religious Ceremony	<input type="checkbox"/> Political Ceremony	<input checked="" type="checkbox"/> Festival
<input type="checkbox"/> Filming	<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Fireworks	<input type="checkbox"/> Convention/Conference	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> <b>24-Hour Liquor License</b>			

### Petition Communications (include date/time)

High Times Cannabis Cup will host a marijuana safe - space event to include education, live podcasts, seminars and local artist showcases at the Russell Industrial Center from 12:00pm - 8:00pm.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3rd Precinct will Provide Special Attention; Contracted with Diversified Security to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections; Contracted with Hart Medical to Provide EMS Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required for Sidewalk Closure
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary Food License Required

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fencing Required for Sidewalk Closure
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permits Required for Tents, Stages & Generators
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vendors License Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Lushier

Date: 7-3-19

# City of Detroit

Janice M. Winfrey  
*City Clerk*

OFFICE OF THE CITY CLERK

Caven West  
*Deputy City Clerk/Chief of Staff*

## DEPARTMENTAL REFERENCE COMMUNICATION

*Thursday, June 20, 2019*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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MAYOR'S OFFICE      DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT      FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING      BUSINESS LICENSE CENTER

**940**      *High Times Productions Inc., request to hold "High Times U.S. Cannabis Cup Detroit 2019" at Russell Industrial Center on 8/17/19 - 8/18/19 from 12pm - 8pm, Set-up on 8/13/19 - 8/16/19, Tear down on 8/19/19 - 8/20/19*

# City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

## Section 1- GENERAL EVENT INFORMATION

Event Name: High Times U.S. Cannabis Cup Detroit 2019

Event Location: Russell Industrial Center 1600 Clay Ave Detroit, MI 48211

Is this going to be an annual event?  Yes  No

## Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: High Times Productions Inc.

Organization Mailing Address: 10990 Wilshire Blvd, PH LA, CA 90024

Business Phone: 973-617-7540

Business Website: cannabiscup.com

Applicant Name: Sameen Ahmad

Business Phone: 973-617-7540

Cell Phone:

Email: sameen@hightimes.com

Event On-Site Contact Person:

Name: Sameen Ahmad

Business Phone: 973-617-7540

Cell Phone:

Email: sameen@hightimes.com

Event Elements (check all that apply)

Walkathon

Carnival/Circus

Concert/Performance

Run/Marathon

Bike Race

Religious Ceremony

Political Event

Festival

Filming

Parade

Sports/Recreation

Rally/Demonstration

Convention/Conference

Fireworks

Other: \_\_\_\_\_

Please provide a brief description of your event:

The High Times Cannabis Cup is a cultural gathering for the cannabis culture including activism, education live podcasts and seminars, musical performances by local Detroit and national acts over 2 days plus an awards show awarding the best in class in various categories in the legal Michigan cannabis industry.

**What are the projected set-up, event and tear down dates and times (must be completed)?**

Begin Set-up Date : 8/13/19	Time: 9am	Complete Set-up Date: 8/16/19	Time: 6pm
Event Start Date: 8/17/19	Time: 12pm	Event End Date: 8/18/19	Time: 8pm
Begin Tearing Down Date: <u>8/19/19</u>	Complete Tear Down Date: <u>8/20/19</u>		

Event Times (If more than one day, give times for each day):

Saturday 12 PM - 10 PM and Sunday 12 PM - 8 PM

**Section 3- LOCATION/SITE INFORMATION**

Location of Event: Russell Industrial Center 1600 Clay Ave Detroit, MI 48211

Facilities to be used (circle):      Street      Sidewalk      Park      City  
Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

-Public entrance and exit	-Location of First Aid
-Location of merchandising booths	-Location of fire lane
-Location of food booths	-Proposed route for walk/run
-Location of garbage receptacles	-Location of tents and canopies
-Location of beverage booths	-Sketch of street closure
-Location of sound stages	-Location of bleachers
-Location of hand washing sinks	-Location of press area
-Location of portable restrooms	-Sketch of proposed light pole banners

**Section 4- ENTERTAINMENT**

Describe the entertainment for this year's event:

Local Detroit and National musical talent

Will a sound system be used?       Yes       No

If yes, what type of sound system? professional line array and pa system with a decibel reader to monitor sound levels

Describe specific power needs for entertainment and/or music:

2 35000 kw generators

How many generators will be used? 2

How will the generators be fueled? diesel truck

Name of vendor providing generators:

Contact Person: United Rentals

Address: 1120 John A Papalas Dr

Phone: (313) 842-8600

City/State/Zip Lincoln Park, MI 48146

## Section 5- SALES INFORMATION

Will there be advanced ticket sales?  Yes  No \$40-\$175  
If yes, please describe:

Will there be on-site ticket sales?  Yes  No \$50-\$200  
If yes, list price(s):

Will there be vending or sales?  Yes  No  
If yes, check all that apply: arts, crafts, tshirts

Food  Merchandise  Non-Alcoholic Beverages  Alcoholic Beverages

Indicate type of items to be sold:

local Detroit food trucks and vendors, High Times merchandise, non-alcohol drinks such as water, soda, juices

## Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing park contract security will be used.

Contact Person: Diversified Security Services Solutions Group, LLC

Address: 2323 S. Fort Street Detroit, MI 48217

Phone: 313-671-5497

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

6-40

Are the private security personnel (check all that apply):

Licensed

Armed

Bonded

How will you advise attendees of parking options?

Through our website before the sale, through our ticketing site during the time of sale and email and social media reminders post sale.

## Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

We will adhere to all pedestrian sidewalks and signs and provide neighborhood security watch so everyone else follows parking rules as well.

We will monitor sound throughout all performances.

Have local neighborhood groups/businesses approved your event?  Yes  No

Indicate what steps you have or will take to notify them of your event:

With the help of the venue we have received verbal approvals from businesses and neighbors.

## Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

	How Many?	Size/Height
Booth	200	10x10
Tents (enclosed on 3 sides)	_____	_____
Canopy (open on all sides)	200	_____
Staging/Scaffolding	1	main stage
Bleachers	_____	_____

## Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person: Hart Medical Services

Address: 1636 Fort Street

City/State/Zip: Detroit, MI 48216

Name of company providing port-a-johns.

Contact Person: Jason Reams / American Rentals

Address: 4901 W. Grand River Ave

Phone: 517-321-1110

City/State/Zip: Lansing, MI 48906

Name of private catering company?

Contact Person: TBD

Address:

Phone:

City/State/Zip:

### SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:**

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

once approved, we will share all of these contracts

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## **AUTHORIZATION & AFFADAVIT OF APPLICANT**

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Sameen Ahmad 5/23/19  
Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

## **HOLD HARMLESS AND INDEMNIFICATION**

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

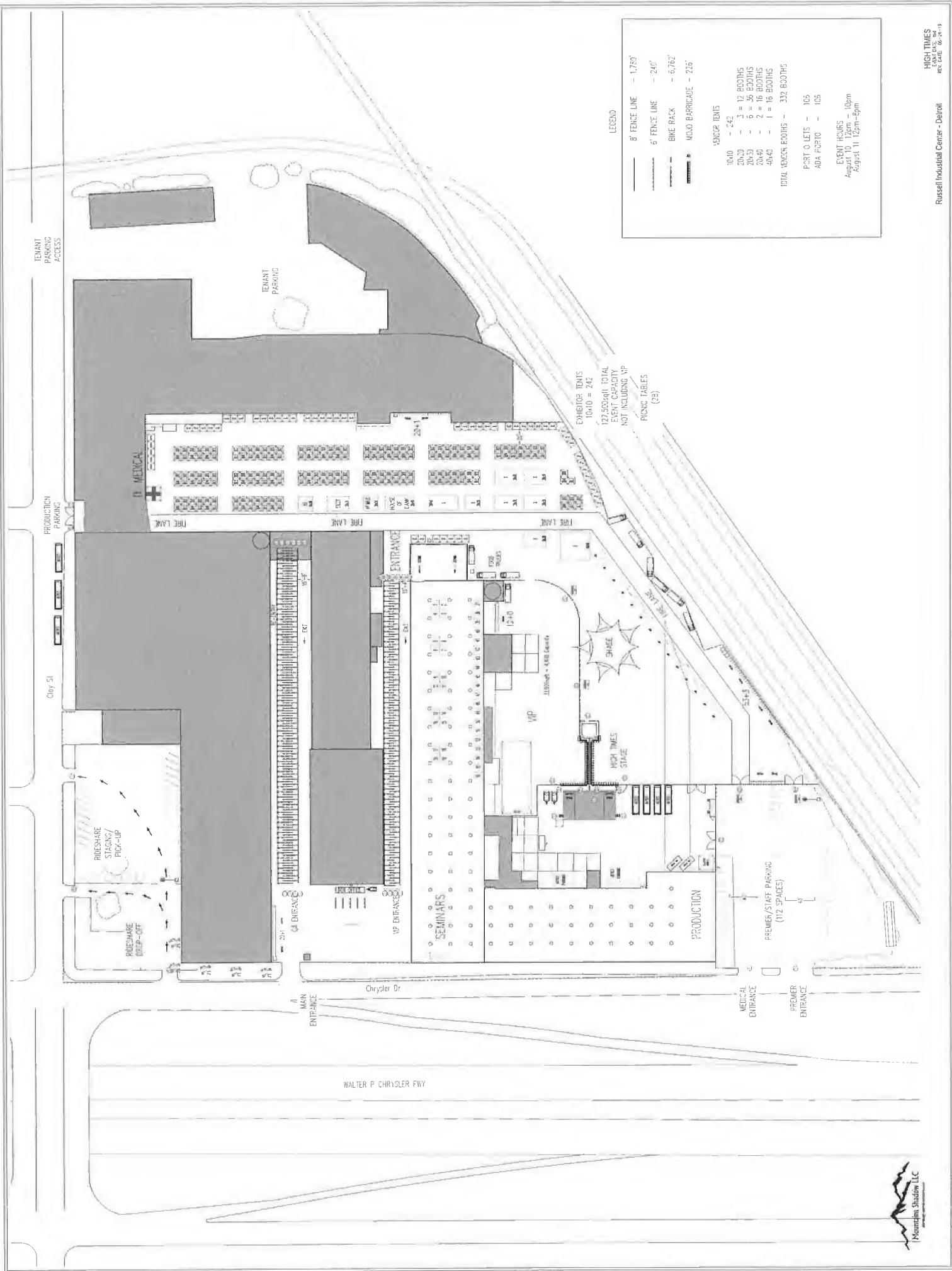
Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

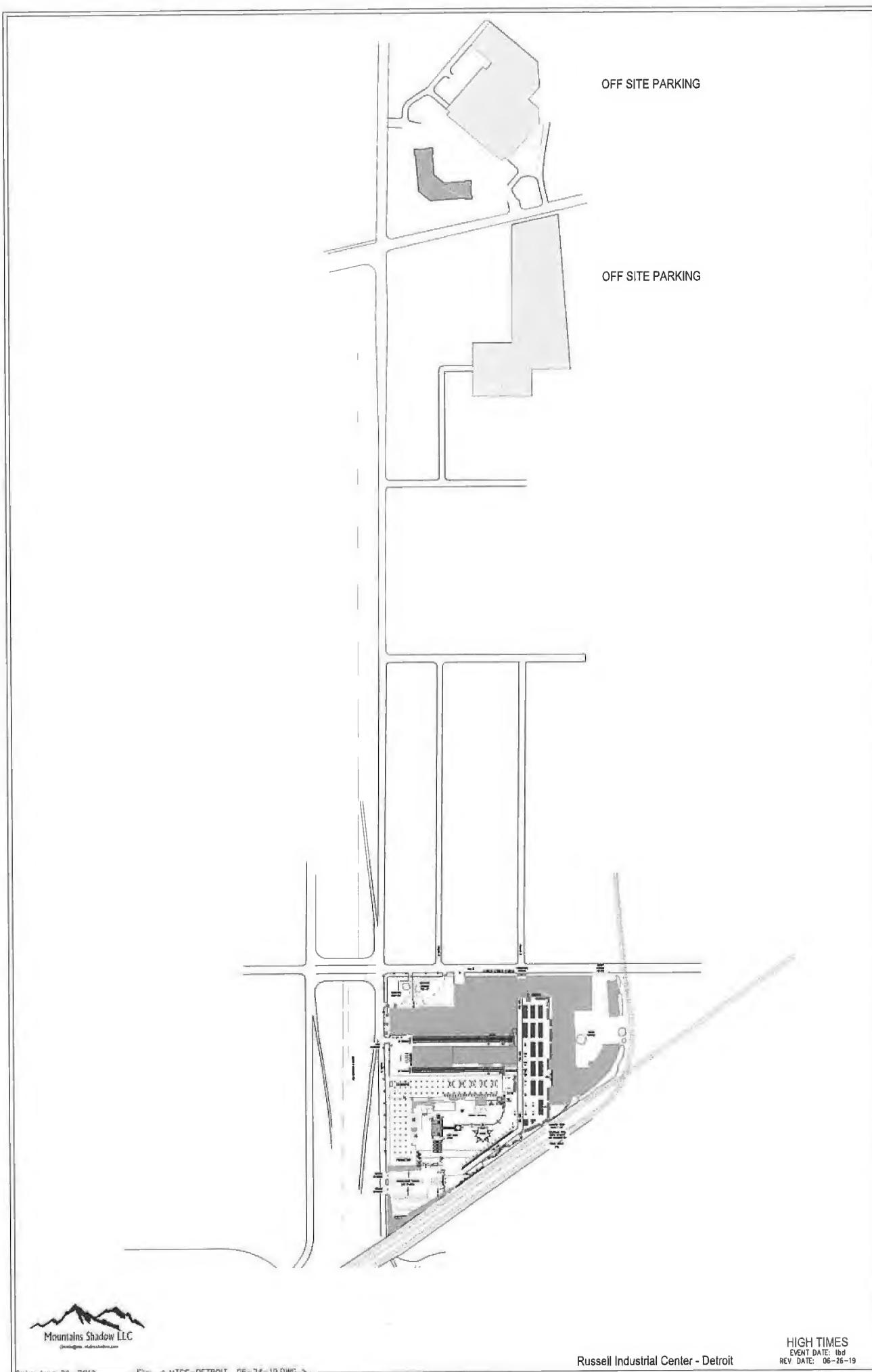
**(Please Print)**

Event Name: High Times Cannabis Cup Detroit 2019 Event Date: 8/17-8/16

Event Organizer: High Times Productions Inc.

Applicant Signature: Sameen Ahmad Date: 5/23/19







Lansing Office:  
4901 W. Grand River  
Lansing, MI 48906  
517-321-1110  
800-637-1110  
FAX 517-323-7446

Traverse City Office:  
6546 M-37 South  
Kingsley, MI 49649  
231-263-1777  
800-858-7533  
FAX 517-323-7446

Tents & Canopies  
Tables & Chairs  
Portable Chemical Toilets  
Royal Flush Toilet Trailers  
Staging & Dance Floors  
Paper Products  
Linens  
China & Flatware

RENTAL

554119

Customer#

25199

Page 1 of 2

Date

06/07/2018

HIGH TIMES PRODUCTION INC  
10990 WILSHIRE BLVD PH  
LOS ANGELES CA 90024

RUSSELL INDUSTRIAL

CustPO#:	Billing:	OneTime	LAN EM
Deliver:	8/13/19 TUE	Start: 8/13/2019	N/A
Pickup:	8/19/19 MON	End: 8/19/2019	SAMEEN 973-617-7540

Quantity	Description	Price	Amount	
38	10X10 DELUXE FRAME TENT	150.00 EA	5,700.00	
76	FRAME TENT ANCHORS	6.00 EA	456.00	
5	10X20 TWIN TUBE FRAME TENT	285.00 EA	1,425.00	
1	40' WHITE SIDE CURTAINS	40.00 EA	40.00	
1	20' WHITE SIDE CURTAINS	20.00 EA	20.00	
30	FRAME TENT ANCHORS	6.00 EA	180.00	
4	20X20 TWIN TUBE SOLITAIRE FRAME	355.00 EA	1,420.00	
4	20X20 TWIN TUBE FRAME TENT	355.00 EA	1,420.00	
6	40' WHITE SIDE CURTAINS	40.00 EA	240.00	
1	20' WHITE SIDE CURTAINS	20.00 EA	20.00	
64	FRAME TENT ANCHORS	6.00 EA	384.00	
3	20X30 HIGH PEAK FRAME TENT	475.00 EA	1,425.00	
36	FRAME TENT ANCHORS	6.00 EA	216.00	
2	8' KEDER SOLID SIDES 30'	30.00 EA	60.00	
2	8' KEDER SOLID SIDES 20'	20.00 EA	40.00	
2	20X40 TWIN TUBE FRAME TENT	565.00 EA	1,130.00	
24	FRAME TENT ANCHORS	6.00 EA	144.00	
2	40X80 WHITE EVOLUTION TENT	1,265.00 EA	2,530.00	
12	40' WHITE SIDE CURTAINS	40.00 EA	480.00	
1	20X80 TWIN TUBE FRAME TENT	1,025.00 EA	1,025.00	
20	FRAME TENT ANCHORS	6.00 EA	120.00	
TABLES & CHAIRS				
250	8' X 30" TABLES	(SET UP INCLUDED)	10.25 EA	2,562.50
40	6' X 30" TABLE	(SET UP INCLUDED)	10.25 EA	410.00
20	54X120 STANDARD BANQUET LINEN	BLACK	8.50 EA	170.00
550	BROWN CONTOUR CHAIRS	(SET UP INCLUDED)	1.65 EA	907.50
MISC EQUIPMENT				
250	6' SECTION OF METAL BIKE RACK		13.00 EA	3,250.00
1	230' BLACK PIPE & DRAPE		1,335.00 EA	1,335.00
6,400	SQ FT PORT-A-PATH SURLOC		1.50 EA	9,600.00



Lansing Office:  
4901 W Grand River  
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517-321-1110  
800-637-1110  
FAX 517-323-7446

Traverse City Office:  
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Tents & Canopies  
Tables & Chairs  
Portable Chemical Toilets  
Royal Flush Toilet Trailers  
Staging & Dance Floors  
Paper Products  
Linens  
China & Flatware

RENTAL

**554119**

Customer#

25199

Page 2 of 2

Date

06/07/2018

HIGH TIMES PRODUCTION INC  
10990 WILSHIRE BLVD PH  
LOS ANGELES CA 90024

RUSSELL INDUSTRIAL

CustPO#:	Billing:	OneTime	LAN EM
Deliver:	8/13/19 TUE	Start: 8/13/2019	N/A
Pickup:	8/19/19 MON	End: 8/19/2019	SAMEEN 973-617-7540

Quantity	Description	Price	Amount
2	ADDITIONAL CHARGES ADDITIONAL TRUCKING	320.00 EA	640.00

\*\*\*ADDITIONAL DAYS ONSITE WILL BE BILLED \$1500  
\*\*\*FINAL CHARGES DUE TUESDAY MAY 28, 2019

Mileage charge:	400.00
Damage waiver:	2,122.50
<b>TOTAL:</b>	<b>39,872.50</b>

**Jay's Septic Tank Service**

2787 Greenwood Road

Lapeer, MI 48446

Telephone: (810) 664-8080

Fax: (810) 667-9130

**Proposal****Billing Information**High Times  
10990 Wilshire Boulevard  
Los Angeles, CA 90024

(973) 617-7540      Sameen Ahmad V

Number: 395896

Job Number:

Original P.O. Number:

Rental Tax Percent: 0

Rental Tax Area: non-taxable

Terms: COD

MapGrid:

Service Tax Percent: 0

MapBook: Streets &amp; Trips

Service Tax Area: non-taxable

ServiceArea: Wayne

**Job Site Information**Russel Industrial Center  
1600 Clay Street

Special Instructions:

Detroit, MI 48211

Cross Streets: CC

Date	Service or Unit Type	Quantity	Billing Method.	Price Per	Minimum	Dmg. Wvr. or Minim.	Delivery or Trip Charge	Deposit	Taxable
14-Aug-2019	Regular Portable Unit	106	Special Event	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Delivery			Extension		\$5,300.00	
14-Aug-2019	ADA Handicap Unit	18	Special Event	\$130.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Delivery			Extension		\$2,340.00	
14-Aug-2019	2 Station Sink Unit	18	Special Event	\$95.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Delivery			Extension		\$1,710.00	
14-Aug-2019	18 Ft. ACSI Trailer Unit	2	Special Event	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Delivery			Extension		\$3,600.00	
14-Aug-2019	Water Delivery	2	Special Event	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Delivery			Extension		\$700.00	
14-Aug-2019	Delivery / Pick up	18	Special Event	\$2.50	\$0.00	\$0.00	\$0.00	\$0.00	No
			Delivery			Extension		\$45.00	
18-Aug-2019	Extra Cleaning	1	Special Event	\$2,130.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Delivery			Extension		\$2,130.00	

Customer agrees to the following terms and conditions. THIS IS A BINDING CONTRACT.

1. Customer agrees to exercise reasonable care in the use of the unit(s), and will be held responsible for any damages to the unit(s) over normal wear and tear, loss due to theft, fire, or negligence. By accepting delivery of this unit(s), you are fully responsible for any or all destruction of unit(s) and/or liability to person using said facilities. 2. Customer agrees not to sell, rent or give up possession of the unit(s). 3. Unit(s) must be placed in an area where a heavy truck may reach the unit(s) within 15' 4. Customer agrees not to move the unit(s) 5. Use of unit(s) past 28 day billing date will be charged an additional month. Bill(s) are not prorated. 6. Monthly unit(s) must be called into our office for a pickup date and will receive a cancellation number. This waiver of Liability gives Jay's permission to enter onto his/her property for the purpose of doing the agreed upon work and will hold Jay's harmless for any and all damages that may occur by Jay's Employees, Vehicles or Machinery. Including, but not limited to, lawns, sidewalks, driveways, septic system, etc. Terms: Our finance charge on account over 30 days is a fixed amount of 1.5% @ month, which is an annual % rate of 18%. \$30 charge for returned checks.

Subtotal Non-Taxable: \$15,825.00

Subtotal Rental Taxable: \$0.00

Subtotal Service Taxable: \$0.00

Subtotal Rental Tax: \$0.00

Subtotal Service Tax: \$0.00

**Grand Total: \$15,825.00**

Payment: \_\_\_\_\_

Check #: \_\_\_\_\_

Cash: To Invoice: Credit Card: 

Unit

Numbers

Signature and Title of Customer Representative

Date

Service Route:

Print Name

Driver

Service Day:

**Jay's Septic Tank Service**

2787 Greenwood Road

Lapeer, MI 48446

Telephone: (810) 664-8080

Fax: (810) 667-9130

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Number: 395896

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MapBook: Streets &amp; Trips

Service Tax Area: non-taxable

ServiceArea: Wayne

**Job Site Information**Russel Industrial Center  
1600 Clay Street

Special Instructions:

Detroit, MI 48211

Cross Streets: CC

Date	Service or Unit Type	Quantity	Billing Method.	Price Per	Minimum	Dmg. Wvr.	Delivery or or Minim.	Trip Charge	Deposit	Taxable
19-Aug-2019	Regular Portable Unit	106	Special Event	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Pickup							
19-Aug-2019	ADA Handicap Unit	18	Special Event	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Pickup							
19-Aug-2019	2 Station Sink Unit	18	Special Event	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Pickup							
19-Aug-2019	18 Ft. ACSI Trailer Unit	2	Special Event	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
			Pickup							

Customer agrees to the following terms and conditions. THIS IS A BINDING CONTRACT.

1. Customer agrees to exercise reasonable care in the use of the unit(s), and will be held responsible for any damages to the unit(s) over normal wear and tear, loss due to theft, fire, or negligence. By accepting delivery of this unit(s), you are fully responsible for any or all destruction of unit(s) and/or liability to person using said facilities. 2. Customer agrees not to sell, rent or give up possession of the unit(s). 3. Unit(s) must be placed in an area where a heavy truck may reach the unit(s) within 15' 4. Customer agrees not to move the unit(s) 5. Use of unit(s) past 28 day billing date will be charged an additional month. Bill(s) are not prorated. 6. Monthly unit(s) must be called into our office for a pickup date and will receive a cancellation number. This waiver of Liability gives Jay's permission to enter onto his/her property for the purpose of doing the agreed upon work and will hold Jay's harmless for any and all damages that may occur by Jay's Employees, Vehicles or Machinery. Including, but not limited to, lawns, sidewalks, driveways, septic system, etc. Terms: Our finance charge on account over 30 days is a fixed amount of 1.5% @ month, which is an annual % rate of 18%. \$30 charge for returned checks.

Subtotal Non-Taxable: \$15,825.00

Subtotal Rental Taxable: \$0.00

Subtotal Service Taxable: \$0.00

Subtotal Rental Tax: \$0.00

Subtotal Service Tax: \$0.00

**Grand Total:** \$15,825.00**Payment:** \_\_\_\_\_

Check #: \_\_\_\_\_

Cash: To Invoice: Credit Card: 

Unit

Numbers

Signature and Title of Customer Representative

Date

Service

Route:

Print Name

Driver

Service

Day:



06/21/2019

## GR SECURITY

22082 Lambrecht Ave East pointe, Michigan 48021

To whom it may concern, GR Security will be providing security service for High Times Productions, Inc. during August 14<sup>th</sup>-18<sup>th</sup>. We will provide as many guards that you may need for the cannabis cup in Detroit. Any additional security guards needed after the desired amount will be discussed and billed with High Times Productions Inc. directly. GR Security is honored to work with this awesome team again and look forward to being apart of any other event you may have for us. We can't wait to be great again by doing our best work at all times for this awesome company. Thank you for providing us with this amazing opportunity to work with High Times Productions Inc. you will be proud of GR Security as well. License number: 2018-1657

LATOYA GLENN  
[LATOYIAGLENN@ICLOUD.COM](mailto:LATOYIAGLENN@ICLOUD.COM)

ANDRE SNERLING  
[DRE\\_SNERLING@YAHOO.COM](mailto:DRE_SNERLING@YAHOO.COM)

ACORD CERTIFICATE OF LIABILITY INSURANCE

## CAR DE MASAU-1

DATE ISSUED

PRODUCER  
Kapalani Insurance Agency, Inc.  
1781 Fort St P.O. BOX 737  
Lincoln Park MI 48146

DEBBIE BROWN

— 313-631-3047

CR SECURITY LLC  
22086 LAMBRECHT AVE  
EASTPOINTE, MI 48021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

#### COMPANIES AFFORDING COVERAGE

REPAIRMAN  
A REPAIR INSURANCE AGENCY

COMMIT

CCM 2001

卷之三

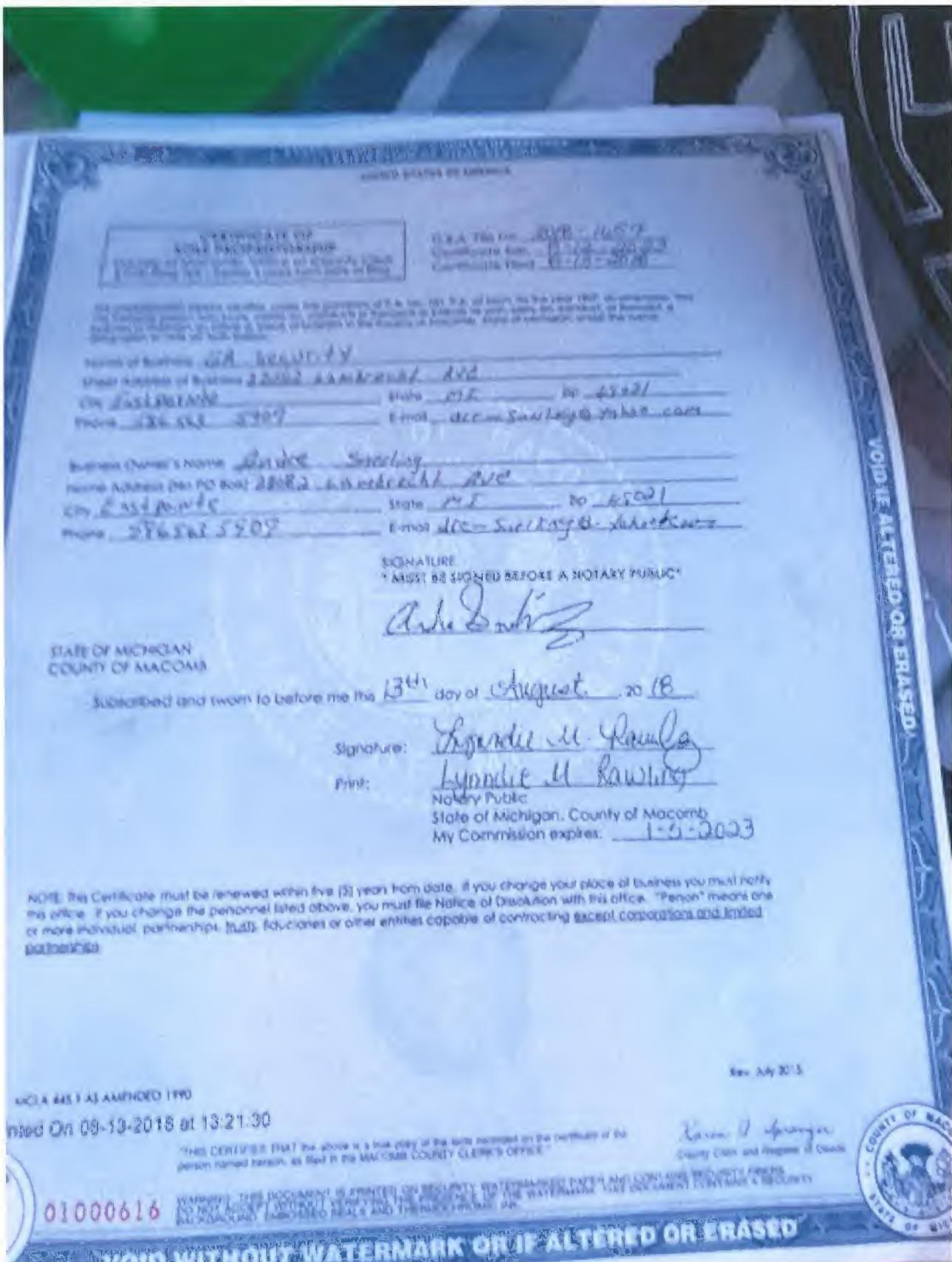
COVERAGES  
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD  
INDICATED, NOT WITH REGARDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THE  
CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS,  
EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS BOWNED MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<input type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> DOCUMENT <input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT <input type="checkbox"/>	GL-680170	09/25/18	09/25/19	GENERAL AGGREGATE <input type="checkbox"/> 1,000,000.00 PRODUCTS COM/HOP AGG <input type="checkbox"/> 1,000,000.00 PERSONAL & ADV LIABILITY <input type="checkbox"/> 1,000,000.00 EACH OCCURRENCE <input type="checkbox"/> 1,000,000.00 FIRE DAMAGE (PPL & PROP) <input type="checkbox"/> 1 MED. EXP. (EXCL. ACCIDENT) <input type="checkbox"/>
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/>				COMBINED SINGLE LIMIT <input type="checkbox"/> BODILY INJURY (PPL INJURIES) <input type="checkbox"/> BODILY INJURY (PPL ACCIDENTS) <input type="checkbox"/> PROPERTY DAMAGE <input type="checkbox"/>
A	<input type="checkbox"/> GARAGE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OTHER THAN AUTO <input type="checkbox"/>	GL-680170	09/25/18	09/25/19	AUTO ONLY - EA/ACCIDENT <input type="checkbox"/> 1,000.00 OTHER THAN AUTO ONLY <input type="checkbox"/> EACH ACCIDENT <input type="checkbox"/> 1,000.00 AGGREGATE <input type="checkbox"/> 1,000.00 AGGREGATE <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	<input type="checkbox"/> EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM <input type="checkbox"/>				WIL. STATUS- TORY LIMITS <input type="checkbox"/> 0/100 <input type="checkbox"/> EL. EACH ACCIDENT <input type="checkbox"/> EL. DISEASE - POLICY LIMIT <input type="checkbox"/> 4 EL. DISEASE - EA <input type="checkbox"/>
	<input type="checkbox"/> THE PROPRIETOR <input type="checkbox"/> PARTNER/EXECUTIVE <input type="checkbox"/> OFFICERS & DIR <input type="checkbox"/> OTHER <input type="checkbox"/> INCL <input type="checkbox"/> EXCL				

DESCRIPTION OF OPERATIONS LOCATIONS VEHICLE CLEANING SPECIALIZING  
MOBILE AUTO DETAILING BUSINESS COULD VISIT UP TO FIVE LOCATIONS  
PER DAY

CERTIFICATE HOLDER

ABOVE DESCRIBED POLICE IS TO CANCELLED BEFORE THE  
THEREOF. THE ISSUING COMPANY WILL ENDEAVOR TO MAI  
TEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LE  
MAIL. SUCH NOTICE SHALL IMPOSE NO OBLIGATION ON LAM





**Clean Vibes, LLC \* PO Box 3265 \* Vallejo, CA 94590\* [www.cleanvibes.com](http://www.cleanvibes.com)\* (707)563-9232**

Proposal for Recycling, Clean Up, and Waste Removal Services

Event: Cannabis Cup Vegas

Dates: Sept 9-10

Location: Russell Industrial Center, Detroit, MI

Date Submitted: July 26, 2017

Attn: Sameen Ahmad

#### **Company Overview and History**

Clean Vibes is a company formed and dedicated to the responsible on-site waste management of outdoor festivals and events. Our mission is to actively encourage and promote composting, recycling and proper waste disposal. We hope to educate and inspire a new generation of responsible stewards. We have a documented record of diverting high levels of festival generated waste from landfills by increasing the amount of material that is recycled and composted, thereby greatly reducing the ecological footprint of outdoor festivals and events. With over a fifteen years of experience, Clean Vibes has a consistent track record of providing results.

Clean Vibes, LLC is a company based in North Carolina with a branch in Vallejo, CA. We are now in our fifteenth year as an independently owned corporation. The company is fully insured and carries a general liability policy, a commercial auto policy and a workers compensation policy for the state of California.

#### **Value to Cannabis Cup**

First and foremost, *Clean Vibes* is committed to providing festivals with a *comprehensive* waste management system. Our goal is to ensure that all facets of the event's waste collection and cleanup are effectively managed so that event production staff do not have to worry about this component of the event. We bring with us the experience of having successfully handled the waste management at over 250 previous events, ranging in size from less than 1,000 attendees to over 100,000 attendees. *Clean Vibes* knows how to clean a site in a cost efficient, effective, and environmentally friendly manner. We also understand how important the maintenance and cleanup of an event is to its continued success, as well as to the relationship the event has with the local community.

At the core of the mission and work of *Clean Vibes* is a genuine dedication to providing substantial and measurable results when it comes to diverting waste from the landfill. Our focus is not on merely creating an appearance or image of a 'green' festival. Our focus is on ensuring that there is real substance behind the waste diversion efforts of every event we work. All *Clean Vibes* employees are equally passionate about minimizing the waste footprint of the events that we work, while at the same time educating attendees about responsible waste habits.



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Based on our previous work at music festivals, *Clean Vibes* has developed a high level of positive name recognition and respect among the attendees of these events. The attendees associate *Clean Vibes* with a commitment to environmentally responsible waste management, and a commitment to environmental stewardship. They know that having *Clean Vibes* involved in an event means that the waste will be handled in an environmentally responsible manner.

Another value that *Clean Vibes* brings to a festival is the 'vibe.' Attendees appreciate seeing our crew having fun while working hard. The 'vibe' that our crew brings to an event helps to actively engage the attendees in the clean up process – significantly minimizing the grounds cleanup. In addition, the systems that we put in place at each event help to spread awareness about diversion efforts in general, while also increasing the efforts of attendees to take responsibility for their own waste.

In summary, *Clean Vibes* will make valuable contributions to the Cannabis Cup in each of the following ways:

- Extensive experience with music & food/drink festivals – handled waste management at over 250 events, ranging in size from 1,000 attendees to over 100,000 attendees
- Dedication and documented success in achieving high levels of waste diversion
- Commitment to educating attendees about responsible waste management
- Positive name recognition and respect within the festival community
- The 'vibe' we bring to an event
- Ensuring the event is recognized as an event that is committed to minimizing its ecological footprint

### **Proposed Scope of Work**

#### **Set Up and Implementation of Waste Management Collection System**

*Clean Vibes* proposes to implement a comprehensive waste management plan for the festival site. Attendee participation in the maintenance and clean up of the event grounds will be a top priority for our crew and work plan.

*Clean Vibes* will set up and strategically place up to 300 recycling and trash collection containers in groups as necessary. All collection stations will be clearly marked with signage as to the appropriate receptacle for each type of material (recycling or landfill). We will routinely patrol the festival site and empty containers as necessary, as well as cleanup trouble spots. *Clean Vibes* will thoroughly clean the site of the previous day's waste in time for the opening of the venue on Sunday. After the event, *Clean Vibes* will thoroughly clean the site in as timely a manner as possible. Staff members will hand pick the site, bag loose litter, and collect all bags of waste for proper disposal.



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*Clean Vibes* will provide a small crew on 9/7, full crew on 9/8-9/11, and a final sweeps small crew on 9/12.

#### **Increasing Awareness and Marketing of Sustainability Efforts**

If desired, *Clean Vibes* management will work with High Times to:

- Develop appropriate advance messaging strategies to attendees about responsible waste management – using the festival website, mailing lists, press releases, etc.
- Provide input on any possible ‘greening’ related components of the event in order to develop a comprehensive and coordinated sustainability initiative
- Work with the festival team to help create onsite messaging and creative ways of educating attendees about their waste footprint
- Help communicate to all festival staff and vendors about appropriate disposal of waste and how they can work as a team to minimize the overall waste footprint of the event





**Clean Vibes, LLC \* PO Box 3265 \* Vallejo, CA 94590\* [www.cleanvibes.com](http://www.cleanvibes.com)\* (707)563-9232**

**Cost for Clean Vibes' Services**

Below is a breakdown of costs for *Clean Vibes'* services for the Cannabis Cup Detroit in 2017. It is our hope that, when the various bids for this event are evaluated, more than just the bottom line cost of services will be taken into consideration. We hope that the substance and quality of each bidder's waste diversion efforts will be seen as a source of added value and that the various bidders' track records on this source of value will also be taken into account. There are certainly other companies that are able to setup the appropriate collection containers and clean the festival site. However, *Clean Vibes* is the only company that has the skills and experience to achieve high levels of waste diversion through recycling. We have a proven track record of achieving unparalleled diversion rates and the ability to provide clients with documented results. If High Times is committed to taking its sustainability efforts to the next level by diverting a substantial amount of festival waste from the landfill while ensuring a thorough and timely cleanup of the site, choosing to work with *Clean Vibes* will prove to be a worthwhile investment.

<b>Service</b>	<b>Cost</b>
Clean Vibes' Labor - Setup and Management of Waste Collection System and Clean Up and Sorting of Waste	\$16,500
Rental of Clean Vibes' equipment- up to 300 Clearstream containers and Rubbermaid barrels	\$1000
Bags – for all collection containers	\$250
Travel	\$1800
Temp Labor for nightly cleanup	\$4000
Lodging for staff PROVIDED by High Times	\$0
Work truck rental	\$800
<i>Non-catered meals estimate</i>	\$1000
Hauling- containers, hauling, and tipping fees for all waste	TBD
<b>Total Cost for Above Services</b>	<b>\$25,350</b>

Materials Requested/Additional Hard Costs:

- Space to park on solid paved level ground one (1) 16' foot box truck (total 30' for unloading/loading)
- Secure space for operation area – sufficient space to have box truck, work space and parking for all work vehicles.
- One (1) 20x 20 equipment tent with walls
- One (1) light tower in CV HQ area.
- Parking, with easy access to the event grounds, for staff vehicles.
- Appropriate credentials ensuring adequate access of the site for all staff.



**Clean Vibes, LLC \* PO Box 3265 \* Vallejo, CA 94590\* [www.cleanvibes.com](http://www.cleanvibes.com)\* (707)563-9232**

- Access to a secure internet connection for all days on site.
- Three (3) catered meals per day for all staff onsite when catering is available.
- Two (2) utility bed gators/Kubotas/Bobcats, etc. **with at least a 4'x4' bed**
- Drinking water for all staff and volunteers for all days on site.
- Five (5) radios for use by *Clean Vibes* for all days onsite.
- Tickets or credentials for all volunteers who will assist in the clean up and waste diversion effort. 20 during show cleanup volunteers and 20 post-show volunteers will be recruited.
- Assistance in advance promotion of *Clean Vibes'* volunteer opportunities through festival website, mailing list and social media. Promotion needs to begin within 1 week of signing of contract or announcement of event.
- Debris boxes for trash, recycling and other materials as negotiated with Republic.
- Appropriate placement throughout site of debris boxes to ensure access by crew during peak attendance.
- Assistance in promotion of *Clean Vibes'* waste diversion efforts through any festival literature, websites, radio stations and stage announcements.

Please note that this proposal is based on the following protocol being in place:

- It is understood that all vendor, caterers, concessions, and bars will handle the cleanup of their areas and the proper sorting/streaming of their waste. *Clean Vibes* will service stations in vendor, caterers, bar, or concession areas that are designated for patron use. *Clean Vibes* will provide and service stations in dining areas of catering tents.
- It is understood the *Clean Vibes* will work closely with High Times to place dumpsters for food and concession vendor prep waste in vendor back of house areas. *Clean Vibes* will provide waste pickup from exhibitor areas and booths.
- It is understood that if it is not possible within the layout of the site to place dumpsters at each bar or vending location, these bars will be responsible for the removal of the waste from these locations to the closest dumpster location.
- It is understood that if an exhibitor brings and executes a professional-style stage with entertainment not organized by High Times, *Clean Vibes* will charge \$500 per exhibitor stage.
- It is understood *Clean Vibes* will be responsible for all exhibitor and stage areas, aka "the venue," VIP, Super VIP, and event production areas. *Clean Vibes* will not be responsible for public parking or ingress/egress traffic routes.
- 'Flaming Lips Clause'- It is understood that, in the event that a band performing at Cannabis Cup chooses to incorporate confetti, toilet paper or any other sizable amount of debris into their performance, *Clean Vibes* will require additional compensation for the cleanup of the debris left



**Clean Vibes, LLC \* PO Box 3265 \* Vallejo, CA 94590\* [www.cleanvibes.com](http://www.cleanvibes.com)\* (707)563-9232**

from said performers stage antics. *Clean Vibes* needs to be notified in advance of the confetti, and an additional cost of \$2,000 per incident will be paid to *Clean Vibes* for the cleanup of the debris.

- It is understood that *Clean Vibes* will not handle any bio-medical or hazardous waste, or unrelated grounds or waste. *Clean Vibes* will assist with the cleanup of any cannabis-related medical waste.

If you have any questions regarding this proposal, please feel free to contact me at your convenience. I can be reached by phone at (707)563-9232 or (802)258-1220 or by email at [meg@cleanvibes.com](mailto:meg@cleanvibes.com)

I am looking forward to the possibility of working together to ensure a clean festival site and to create an efficient and effective waste management system for the Cannabis Cup Vegas.

Thank you for this opportunity. I will follow up shortly to discuss this proposal further.

Sincerely,

Meg Luce

## HART EMS MEDICAL SERVICES PLLC

220 Bagley, Suite 912  
Detroit, MI 48226

Phone 313-366-4278 Fax 313-216-1771

June 7, 2019

This is to confirm that **HART EMS MEDICAL SERVICES PLLC (HART)** will provide on-site medical service for **High Times; E19 Detroit at The Russell Industrial Center at 1500 Clay, Detroit** on the following date(s) and time(s):

Saturday August 17, 2019	11:30pm – 8:30pm (9 hours)
Sunday August 18, 2019	11:30pm – 8:30pm (9 hours)

**HART EMS MEDICAL SERVICES will provide on-site stand by services:**

**One (1) Advanced Life Support ambulance @ \$225.00 ea/hr  
One (1) Basic Life Support ambulances @ \$175.00 ea/hr**

Total Cost for your event = \$7,200.00

**High Times will provide the following:**

- Location for Ambulance parking
- Any necessary credentials
- Parking Passes and/or reimbursement for HART EMS MEDICAL SERVICES PLLC. staff vehicles
- Location for First Aid
- Bathroom Facilities (Dedicated)
- Contact Person name
- Ice & Water for patient use
- Access to telephone services

It is understood that all on-site medical facilities and ambulances have a limited capacity and should other emergency resources be called in by mutual agreement of both HART and High Times that HART will be held harmless for any overtaxing of its resources and will not be held responsible for other costs incurred. It is further understood that the request for services: the number of personnel, starting and ending times to be on-site, is as outlined above and designed by High Times. HART assumes no responsibility for the planning, accuracy and /or outcome of same. Should the request for transport result in overtaxing of resources contracted for, HART will, at its' discretion, call for transport via city or private provider. HART assumes no responsibility for availability or response capabilities of outside ambulance services. It is understood by the parties that HART is held accountable for medical treatments by the governing county agencies and must adhere to all policies and procedures pertaining to medical provision. HART, its staff, and agents shall be held harmless for any incidents arising from this event. Furthermore any treatment provided by other contracted, volunteer agencies or employees will not be the responsibility of HART and will be held harmless for any liability resulting in treatment by other agencies, either contracted or volunteered. Premature termination of the event shall not result in discount or refund of any kind from HART. A deposit of 50% (\$3,600.00) is required when contract is signed and returned to HART, with the total amount by no later than Wednesday August 1, 2019. Contract will be null and void if City Permits are not obtained and deposit will be refunded upon confirmation of termination of event.

**AGREED:**

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Adam Gottlieb  
HART EMS MEDICAL SERVICES PLLC

Authorized Signature  
High Times

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DATE

---

DATE

CONTRACT REQUIRES SIGNATURES BY BOTH PARTIES TO BE VALID

**Hart EMS Medical Services PLLC****Invoice**

220 Bagley  
Suite 912  
Detroit, MI 48226  
(313) 366-4278  
accounting@hartems.com  
www.hartems.com

Date	Invoice #
6/7/2019	6469

**Bill To**

High Time Productions

**EVENT**

2019 E19  
@ Russel Industrial  
1600 Clay Street  
Detroit, Mi 48211

Due Date	P.O. No.
6/7/2019	

Hours	Service	Date & Time	Rate	Amount
9	Life Support Ambulance	One (1) Life Support Ambulance dedicated on-site during event hours 1130-830 Saturday August 17, 2019	175.00	1,575.00
9	DEMCA ALS	On site DEMCA advanced life support ambulance dedicated to event 1130-830p Saturday August 17, 2019	225.00	2,025.00
9	Life Support Ambulance	One (1) Life Support Ambulance dedicated on-site during event hours 1130-830p Sunday August 18, 2019	175.00	1,575.00
9	DEMCA ALS	On site DEMCA advanced life support ambulance dedicated to event 1130-830p Sunday August 18, 2019	225.00	2,025.00
	Deposit{-1}	50% deposit required	-3,600.00	-3,600.00
				<b>Total</b> <b>\$3,600.00</b>

**Encore Event Services LLC    Invoice 1009**

860-245-9797  
encoreeventservicesllc@gmail.com



**BILL TO**  
High Times Productions  
Inc.

**DATE**  
06/26/2019

**PLEASE PAY**  
**\$3,880.00**

**DUUE DATE**  
08/18/2019

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Service	Medical personnel	88	35.00	3,080.00
Service	Supply and Service Charge	1	800.00	800.00

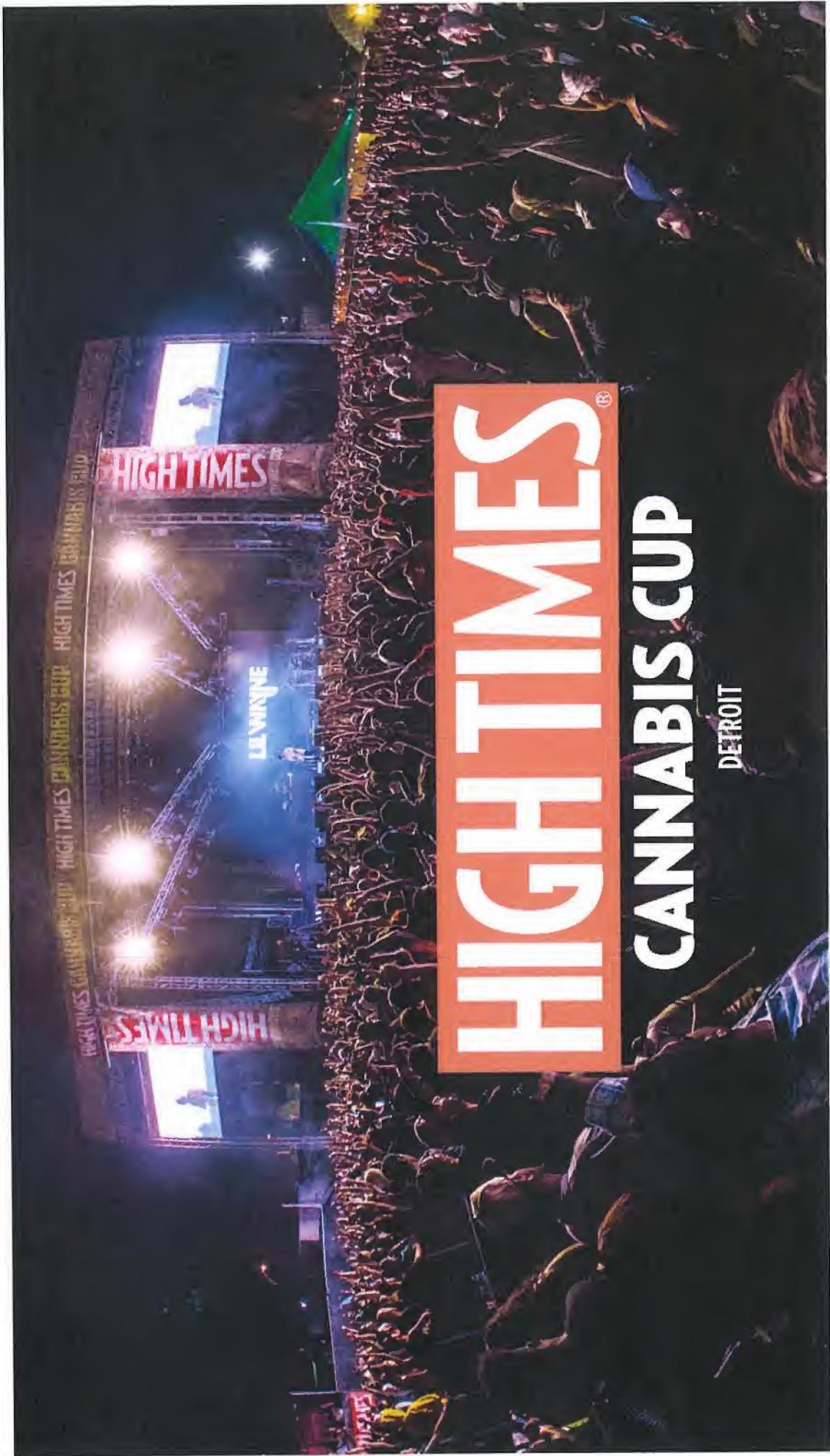
Deposit due 7/17/19 amount of \$970

Remainder due upon completion of contract.  
Check and electronic fund transfers must clear before  
due date.

**TOTAL DUE** **\$3,880.00**

**THANK YOU.**

\* EES' services are not guaranteed until deposit is received and contract is signed.



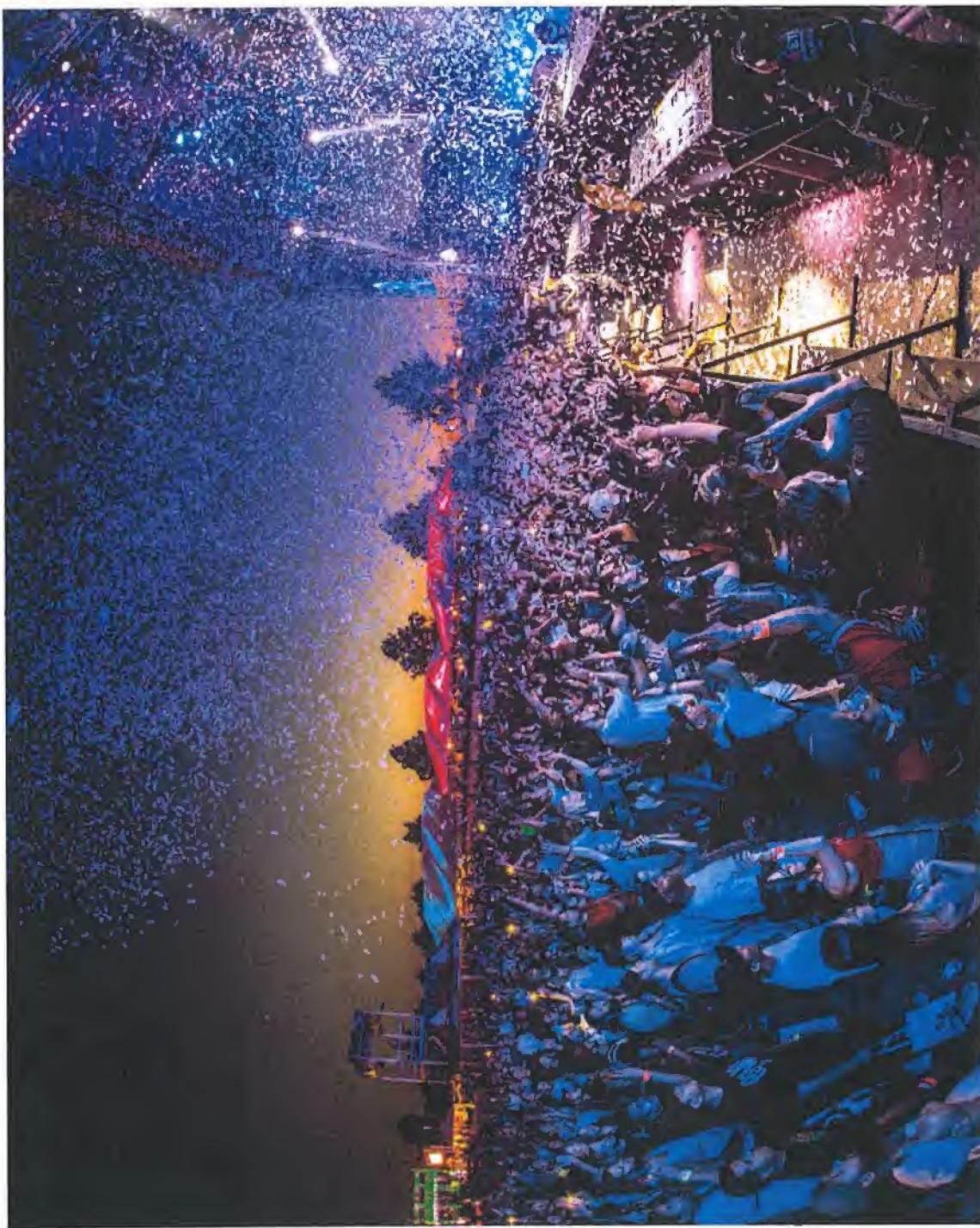


**HIGH TIMES**  
CANNABIS CUP

# WHAT IS THE CANNABIS CUP?

HIGH TIMES has brought over 44 years of a monthly magazine to the world and the Cannabis Cup brings those pages to life. Thousands of folks converge to celebrate the recent legalization of Cannabis in select states and countries around the globe. Join us and join the movement.

- NEW YORK & LOS ANGELES BASED
- MONTHLY MAGAZINE BASED EVENTS COMPANY
- FOUNDED IN 1974 BY TOM FORCADE
- INNOVATOR IN MARIJUANA COUNTER CULTURE
- 40 CANNABIS CUPS TO DATE:
  - MEDICAL: CALIFORNIA, COLORADO, MICHIGAN, WASHINGTON, WASHINGTON, D.C.
  - RECREATIONAL: ALASKA, CALIFORNIA, COLORADO, NEVADA
  - INTERNATIONAL: JAMAICA, THE NETHERLANDS
- HIGH TIMES EDITORS



**HIGH TIMES**  
CANNABIS CUP

# OUR EVENTS

- For 32 years, a celebration and awards show for the best cannabis based products in the world, on a regional basis
- 41 Cannabis Cups since 2010, when the legalization movement began in earnest
- 2017 - 10 events
- 2018 - 11 events
- 2019 - 7 events (to date)
- Attendance ranges from 8,000 to 45,000

**HIGH TIMES**  
CANNABIS CUP

# EXPECTATIONS: DETROIT

- Saturday & Sunday; a 2 day event in August
- 300+ exhibitors from all over the country
- Each exhibitor will bring +/- 10 people to run their booth
- 20,000+ people from age 18-81, skewing 60% male, with disposable income
- 80% from out of state
- Average spend at the event, above the ticket price \$200 per person
- Most will utilize local hotels, rideshare / taxi and restaurants
- Expected stay: 3 days / 2 nights
- Expected hotel / food / transportation spend per guest = \$600 over the weekend
- Globally known musical acts from multiple genres
- Sessions from industry educators, leaders, doctors and statesmen

**EST. ECONOMIC IMPACT - \$12MM**

**12 LOCAL FOOD TRUCKS**  
**1,000 HOTEL ROOM NIGHTS**  
**200 LOCALS HIRED**  
**10,000 UBER/LYFT RIDES**



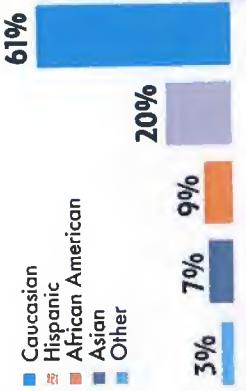
# MEET OUR ATTENDEES



## AGE



## ETHNICITY



## ONLINE REACH



## TOP 5 FEEDER MARKETS



## HOUSEHOLD INCOME



**HIGH TIMES**  
CANNABIS CUP

# PLANNING THE EVENT

WE PROVIDE >>>

- Traffic Plan
- Security Plan
- Insurance for every single vendor and HIGH TIMES productions
- Evacuation Plan
- Fire / Life Safety Plan
- Exhibitor Plan
- Communications Plan
- Active Shooter Plan
- Waste Management & Recycling Plan





**HIGH TIMES**  
CANNABIS CUP

## HOW WE RUN THE EVENT

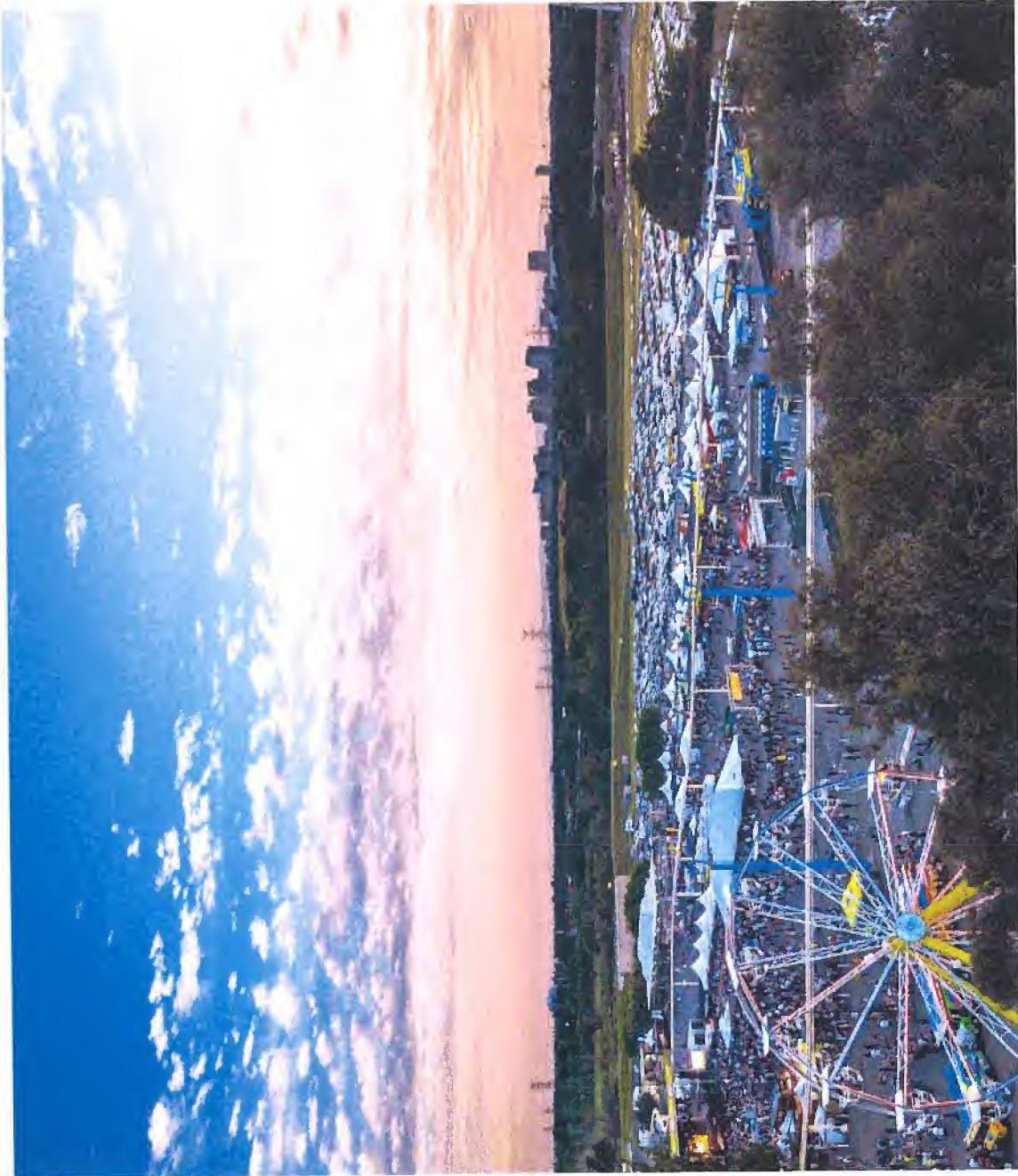
- We have perfected the Cannabis Cup through years of experience
- We bring in everything:
  - Stages, tents, tables / chairs, bathrooms, ticket booths
  - EMS, Security
  - Musical acts
  - Session presenters
  - Power, WiFi
  - Professional outside management

**HIGH TIMES**  
CANNABIS CUP

# PRESERVING AND RESPECTING THE LAND



- Full service landfill and recycling waste management partner
- Over 15,844,750 tons of waste diverted since 2000



23

2019-06-20

**940**

*Petition of High Times Productions Inc., request to hold "High Times U.S. Cannabis Cup Detroit 2019" at Russell Industrial Center on 8/17/19 - 8/18/19 from 12pm - 8pm, Set-up on 8/13/19 - 8/16/19, Tear down on 8/19/19 - 8/20/19*

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**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

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MAYOR'S OFFICE      DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT      FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING      BUSINESS  
LICENSE CENTER

## 24

### MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle):  APPROVED  DENIED  N/A  CANCELED

Petition #: 976 Event Name: CNN/DNC Democrat Debates

Event Date: July 28 - August 1, 2019

Street Closure: Montcalm

Organization Name: Olympia Entertainment

Street Address: 2211 Woodward Avenue Detroit, MI 48226

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance	<input type="checkbox"/> Run/Marathon
<input type="checkbox"/> Bike Race	<input type="checkbox"/> Religious Ceremony	<input checked="" type="checkbox"/> Political Ceremony	<input type="checkbox"/> Festival
<input type="checkbox"/> Filming	<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Fireworks	<input type="checkbox"/> Convention/Conference	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> <b>24-Hour Liquor License</b>			

#### Petition Communications (include date/time)

CNN will host the DNC Democrat Debates at the Hockeytown, Fox Theater, Comerica Parking Lots with various times each day; temporary street closure on Montcalm btw. Park and Woodward.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event; Contracted with Proprietary Security to Provide Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required
	Health Dept.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barricades & Road Closure Signage Required
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permits Required for Tents, Generators & Electrical
	Bus. License	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Purchase of Parking Meters Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Bushier

Date: 7-3-19

**City of Detroit**  
**OFFICE OF THE CITY CLERK**

Janice M. Winfrey  
City Clerk

Vivian A. Hudson  
Deputy City Clerk

## **DEPARTMENTAL REFERENCE COMMUNICATION**

*Friday, July 5, 2019*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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RECREATION DEPARTMENT     HEALTH AND WELLNESS PROMOTION

**976**     *Olympia Entertainment Inc., request to host the "CNN/DNC Democratic Debates" at Fox Theater, Hockeytown and Comerica Parking lots 1 & 2 from July 30th - July 31st with various street closures. Set up is to begin 7/22 with complete tear down on 8/2.*

7/30/19

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the special events guidelines, please print them out for reference. You are required to complete the information below so that the City of Detroit can gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the City of Detroit Clerk's Office at least 60 days prior to the first day of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets or maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: CNN/DNC DEMOCRAT DEBATES 7/28-8/1 2019  
 Event Location: HOCKEYTOWN CAFE (7/30, 7/31) FOX THEATER (7/30, 7/31)  
POMERELA PARK/PARKING LOTS 1&2 CNN GAME DAY 7/28-8/1, 2019

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Olympia Entertainment Inc.  
 Organization Mailing Address: 2211 WOODWARD AVE  
 Business Phone: 313/471-7460 Business Fax: \_\_\_\_\_  
 Federal Tax ID #: OEF 38-2435185

If registered as a non-profit, indicate non-profit ID number and attach a copy of the certificate.

Applicant Name: MICHAEL HARTNETT  
 Title/Role: VP, VENUE SECURITY, OEF  
 Email Address: MIKE.HARTNETT@OLYENT.EDU  
 Mailing Address: 2525 Woodward Ave Detroit 48201  
 Business Phone: 313/471-7438 Business Fax: \_\_\_\_\_  
 Event On-Site Contact Person: MICHAEL HARTNETT, Johnny Jackson  
 Mailing Address: 2525 Woodward Ave  
 Business Phone: 313/471-7438, 313/471-7460 Business Fax: \_\_\_\_\_

List name/phone number of person(s) authorized to make decisions for the organization event (indicate role/responsibility).

List Event Sponsors: KATE LUNBERG, VP/CNN, SPECIAL EVENTS  
404/293-6945

Event Elements (check all that apply)

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance
<input type="checkbox"/> Run/Marathon	<input type="checkbox"/> Bike Race	<input type="checkbox"/> Religious Ceremony
<input checked="" type="checkbox"/> Political Event	<input type="checkbox"/> Festival	<input type="checkbox"/> Filming
<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Convention/Conference	<input type="checkbox"/> Fireworks	<input type="checkbox"/> Other: _____

Provide a brief description of your event:

1. CNN/DNC DEMOCRAT DEBATES July 30, 31
2. DAILY CNN BROADCAST/CAUCUS DAY (7/30 - 8/1)
3. AFTER DEBATE COMMENTARY/HOCKEYTOWN  
CAFE (7/30, 7/31)

What are the projected set-up, event and tear down dates and times (must be completed)?

POX THEATER 7/22 Complete Set-up Date & Time: 8/2/19

Begin Set-up Date & Time: 7/30 Event Start Date & Time: 7/31 Event End Date & Time: Noon - MIDNIGHT DEBATE 9P-1A  
Begin Tearing Down Date: 8/1/19 Complete Tear Down Date 8/2/19

Event Times (If more than one day, give times for each day):

PARKING LOTS 1/2 7/25 - 8/1 HOCKEYTOWN CAFE 7/27-8/2

Is this the first time you have held this event in the City of Detroit?  Yes  No

If no, what years has the event been held in Detroit?

When was the event last held in Detroit?

Where was the event last held in Detroit?

What were the hours last year?

Project Attendance This Year (Minimum - Maximum)?

2,000 TICKETED GUESTS

What is the basis for your projected attendance?

CNN/DNC PROJECTION

Please describe your anticipated/ target audience:

Is this going to be an annual event?  Yes  No

If yes, do you have a preferred/proposed for next year?

If a parade is planned. Indicate elements (check all that apply):

People  Balloons

Floats  Animals

Vehicles  Other: \_\_\_\_\_

Bands

If animals included, specify type, number and how used.

Name of business supplying animal(s):

Contact Person:

Address:

Phone:

City/State/Zip:

### Section 3- LOCATION/SITE INFORMATION

Location of Event:

FOX THEATER, COPA PARKING LOT 112, HOCKEYTOWN CAFE

Facilities to be used (circle):

Street

Sidewalk

Park

City Facility

CAFE

Please attach a site plan which illustrates the anticipated layout of your event including the following

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms

- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

SEE EXHIBITS

#1, #2, #4, #5

### Section 4- ENTERTAINMENT

What type of entertainment will be used? (check all that apply)

Singers       Magician  
 Musicians       Story Telling  
 Comedians       Other: NEWS REPORTERS/ MEDIA, CANDIDATES

Describe the entertainment for this year's event:

Political Debates (2) days,  
DAILY BROADCAST 5 days

List proposed entertainers and/or bands performing at the event:

CNN Reporters

Will a sound system be used?  Yes  No

If yes, what type of sound system?

TELEVISION SOUND SYSTEM

Acoustic-audible, sound heard within natural range

Amplified-augmented, sound increased to broaden range

The amplified sound will be used:

Will the event consist of a musical concert?  Yes  No

If yes, what type of music? (check all that apply)

Live       Recorded       Karaoke/Lip-synch

Describe specific power needs for entertainment and/or music:

6 AMEDAY SET / HOCKEYTOWN CAFE SPIN RM.

How many generators will be used? 2 (38') TWIN PK, 1 (32') HVAC GEN.

How will the generators be fueled?

Name of vendor providing generators:

Contact Person: TBD

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

### Section 5- COMMUNICATION/ADVERTISING STRATEGY

Check all applicable boxes that describe the type of promotion you plan to use to attract participants.

Radio (Specify stations):

Television (Specific stations): *CNN*

Newspapers (specify papers): *LOCAL*

Web site (identify web address):

Public Relations or Marketing Firm (Specify):

Contact Info:

Raffle (List item(s)):

Billboards

Flyers

Street Banners

Other (specify): \_\_\_\_\_

NOTE: All raffles subject to laws of State/City.

### Section 6- SALES INFORMATION

Will there be advanced ticket sales?  Yes  No

If yes, please describe: *TICKETS CONTROLLED BY DEMOCRATIC PARTY*

Will there be on-site ticket sales?  Yes  No

If yes, list price(s): \_\_\_\_\_

Will food be sold?  Yes  No

If yes, please pick up Special Events Vendor Packet in Suite 105: \_\_\_\_\_

Will merchandise be sold?  Yes  No

If yes, describe: \_\_\_\_\_

Will a percentage of the proceeds be distributed to a charitable organization?  Yes  No

If yes, describe: \_\_\_\_\_

If the event is a fundraiser, identify charity or recipient of funds: \_\_\_\_\_

Will there be vending or sales?  Yes  No

If yes, check all that apply:

Food

Merchandise

Non-Alcoholic Beverages

Alcoholic Beverages

Other (specify): \_\_\_\_\_

Indicate type of items to be sold: *Food Theater*

Will these be exclusive vendors or outside vendors? (please describe): \_\_\_\_\_

#### Section 7- PUBLIC SAFETY & PARKING INFORMATION

OLYMPIN ENTERTAINMENT Proprietary Service  
Name of Private Security Company: Existing park contract security will be used.  
Contact Person: MIKE HARTNETT, Johnny Jackson  
Address: 2525 Woodward Ave Phone 313/471-7438 313/471-7460  
City/State/Zip: DETROIT MI  
Number of Private Security Personnel Hired Per Shift: (15)

Are the private security personnel (check all that apply):

Licensed

Armed

NO

Bonded

Describe the emergency evacuation plan: SITE EMERGENCY ACTION PLAN

Describe the parking plan to accommodate anticipated attendance: OLYMPIC PARKING SERVICES

How will you advise attendees of parking options? WEBSITE / MAP

Are you seeking a group parking rate? NO

#### Section 8- COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)? minimal

Have local neighborhood groups/businesses approved your event?

Yes

No

Indicate what steps you have or will take to notify them of your event: PERSONAL CONTACT

SEE COMPLETED NEIGHBORHOOD/BUSINESS SURVEY

Indicate contact names and phone numbers (for verification) or attach approved letter(s):  
\_\_\_\_\_  
\_\_\_\_\_

#### Section 9- EVENT SET-UP

Complete the appropriate categories that apply to the event.

Structure

STAGE/TENTS

PARKING LOTS 1&2

(6) 10'X10' TENTS

(2) 20'X20' TENTS

(1) 20'X30' TENT

How Many?

Size/Height

Booth

Tent (enclosed on 3 sides)

HOCKEYTOWN CAFETENT 98'X82'

SEE EXHIBITS #1, #5, TENT LOCATIONS SEE EXHIBIT

WIND RATING 69/mph #1 #3  
GAMEDAY STAGE

Canopy (open on all sides) \_\_\_\_\_

Staging/Scaffolding \_\_\_\_\_

Bleachers \_\_\_\_\_

Company:

Grill

Gas

Charcoal

Electrical

Propane

Fireworks (Pyrotechnics)

Aerial

Stage

Provide Sketch:

Portable Restrooms:

Standard

ADA Accessible

Vehicles

Type/Weight:

PARKING LOTS 1&2 / VENDOR AMERICAN RENTALS  
(2) 14' TRAILERS (2) STAIRS/F, (1) VRUNWAY/1STAIL/1M  
(1) 18' " (3) " " (3) " "

Other: \_\_\_\_\_

NOTE: Specific requirements must be met and special approval must be received by the Detroit Fire Department.

Will additional electrical wiring need to be installed? Specify locations, voltage, amperage, and phase.  
\_\_\_\_\_  
\_\_\_\_\_

Will additional utility services be used (power, water, etc.)? Please describe.  
\_\_\_\_\_  
\_\_\_\_\_

Do you plan a fireworks display? List dates, time, location, vendor, and attach certificate of insurance.  
\_\_\_\_\_  
\_\_\_\_\_

STREET NAME: Montcalm  
FROM PAEK to Woodward  
TO VEHICLE BARRICADE  
Closure Dates: JULY 30, 31  
Beg. Time: NOON  
End Time: MIDNIGHT  
Reopen Date: 01 12 2022  
Time:

SEE EXHIBITS #3,  
#4

STREET NAME: I-75 JEW DRIVE (1) SW  
FROM CURB ADJACENT TO NTC ST.  
TO

Closure Dates: \_\_\_\_\_  
Beg. Time: \_\_\_\_\_  
End Time: \_\_\_\_\_  
Reopen Date: \_\_\_\_\_  
Time: \_\_\_\_\_

STREET NAME: \_\_\_\_\_  
FROM \_\_\_\_\_  
TO \_\_\_\_\_  
Closure Dates \_\_\_\_\_  
Beg. Time: \_\_\_\_\_  
End Time: \_\_\_\_\_  
Reopen Date: \_\_\_\_\_  
Time: \_\_\_\_\_

#### Requested City Equipment

Provided In: \_\_\_\_\_ (year) \_\_\_\_\_

Current Request: \_\_\_\_\_ (year) \_\_\_\_\_

#### Street Closures

Posting no parking signs

Light pole

Electrical Services

Storage for Trailers/Trunks

Barricades are not available from the City of Detroit.

#### ADDITIONAL INFORMATION

Is there any additional information that you feel is important to mention regarding your event or additional requests?

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**AUTHORIZATION & AFFADAVIT OF APPLICANT**

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulation established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

W. B. W.

Signature of Applicant

6/18/2018

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

**CNN DEMOCRATIC DEBATES**

Fox Theatre, July 2019

**Fox Theatre:**

- Two (2) nights of debates (approx. 10 candidates per night)
- All tickets invite-only. Approximately 2,000 guests per night

**Hockeytown Café:**

- Spin Room/Press Filing Center (Patio/Floors 1-2)
- CNN Workspace (Celebration Room/Floor 3)

**Lot 2/Columbia Plaza:**

- Anchor Sets, Live Shots, 'Gameday'

**Lot 1:**

- Media Row/Satellite Trucks

**SCHEDULE:****Monday, July 22**

Fox Theatre Seat Removal begins

**Wednesday, July 24**

Load-in begins @ Fox Theatre

Load-in begins in Lot 2/Columbia Plaza (estimated 7p start time post-Tigers game)

**Thursday, July 25**

Generators / Production Trucks

**Friday, July 26**

Potential Tent-only access to HTC Patio

**Saturday, July 27**

HTC Patio Load-in

Rehearsals Begin

**Sunday, July 28**

Full HTC Load-in

Live Shots Begin - Gameday

Rehearsals w/ Standins begin

**Monday, July 29**

Green Room Load-in begins

Load-in begins in Lot 1

DNC Workspace Occupied (Fox Basement)

Mass Campaign Walk-Through 12p

**Tuesday, July 30**EVENT DAY (9p-11p Debate On Air)

All Day Live Shots

**Wednesday, July 31**EVENT DAY (9p-11p Debate On Air)

All Day Live Shots

**Thursday, Aug 1**

Gameday Morning Show

Strike ALL

**Friday, Aug 2**

Tent Load-out (if needed)

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Gameday Morning Show

Strike ALL

**Friday, Aug 2**

Tent Load-out (if needed)



Commander Franklin Hayes,  
Detroit Police Department  
Downtown Police Services

June 21, 2019

Dear Commander Franklin Hayes,

As you know, the Democratic National Committee (DNC) has selected the city of Detroit to host one of its parties' presidential candidates debates. CNN has been selected by the DNC to facilitate and broadcast these debates on July 30<sup>th</sup>, 2019 and July 31<sup>st</sup>, 2019. Olympia Entertainment and the Fox Theatre are proud to be the site for these debates, including our affiliated venues, Hockey Town Café, and Comerica Park parking lots 1 and 2.

We sincerely appreciate the collaborative public safety/ security planning process led by you and your staff. The "Threat/Risk Profile" for this nationally televised event which requires the implementation of a "layered security perimeter" that includes but is not limited to the following:

1. Road closure, to ensure the safety of the twenty (20) Democratic Presidential Candidates we are requesting road closure of Montcalm St between Park St and Woodward Ave on July 30<sup>th</sup> and 31<sup>st</sup> between the hours of noon and midnight to facilitate the movement rehearsal debate arrival of the twenty (20) Presidential Candidates (ten (10) each day). MP5000 Vehicle Barricades will be deployed at the intersection of Montcalm and Park and Montcalm and Woodward to secure this hardened perimeter. Each barricade will be staffed by a uniformed Detroit Police Officer and Olympia Entertainment Security Representative. In addition to supporting the Presidential Candidates rehearsal arrival and broadcasted debate, each candidate will have the opportunity for post-debate interviews at Hockeytown Café (see Hockeytown Café Map/ Layout, exhibits #4, #5).
2. Road closure, one lane of the I-75 service drive adjacent to Hockeytown Café between the Hockeytown café alley and the I-75 Service Drive/ Woodward intersection adjacent to the Hockeytown Café property (double stacked, service drive/sidewalk) beginning on or about Friday, July 26<sup>th</sup> through Thursday, August 1<sup>st</sup> to accommodate CNN broadcast production trucks (see exhibit #4).



3. CNN/ DNC debate venues:

- a. Comerica Park parking lots 1 and 2.
  - i. Beginning on or about Wednesday, July 24<sup>th</sup> at approximately 7pm, a game day broad cast stage will be set in parking lot 2 for daily CNN game day live broad cast beginning Sunday, July 28<sup>th</sup> and continuing daily through the game day morning show of Thursday, August 1<sup>st</sup>.
  - ii. Beginning on or about Monday, July 29<sup>th</sup> a greenroom for CNN broadcasts will be developed on this site and will remain in place until the conclusion of the game day morning show on August 1<sup>st</sup>. Additionally, Comerica Park parking lot 1 will also serve as a local media broadcast area.
  - iii. CNN anticipates 500-1000 guests each day to observe the daily broadcasts each guest will be screened per use of walk through metal detectors before entering a guest observation compound (see exhibits #1, #2, #3).
- b. Fox Theatre
  - i. Beginning on July 24<sup>th</sup>, Fox Theatre will be converted to the CNN/ DNC debate layout. Greenroom and candidate dressing rooms will be identified with additional space within the Fox Theatre reserved for CNN/DNC production areas and offices. The current schedule for the actual debates is July 30<sup>th</sup> , 9pm-11pm, July 31st, 9pm-11pm with rehearsals and candidates/ broadcasts stand-in beginning Sunday, July 28<sup>th</sup>.
- c. Hockeytown Café
  - i. Hockeytown café large grass and concrete patio will be converted to a post-debate media interview setting to include the following:
    - A large tent approximately 96 ft by 82 ft, to accommodate approximately 300 seated guests for post-debate interviews.
    - The Hockeytown café site map will reflect the location of portable generators in the Hockeytown café alley and CNN production trucks on I-75 service drive to support the post-debate interviews.
    - The load in for the Hockeytown café post-debate interview area, will begin on or about Saturday, July 27<sup>th</sup> with teardown occurring on Friday, August 2<sup>nd</sup>.
    - The CNN/DNC staff anticipates, Presidential Candidates and Stand in walk throughs throughout the days leading to the actual debate (see exhibit #4, #5).



- d. DPD logistical staging areas:
  - i. Elizabeth St between Woodward Ave and Witherell St has been designated for the DPD mobile command post.
  - ii. Witherell St has been reserved for a DPD/DFD logistical staging area.
  - iii. Grand Circus Park has been designated as the protest area for the debates.

In summary, we will provide site diagrams for Comerica Parking lots 1 and 2 that will include the "Special Event Application" requirements for the game day stage, deployed portable bathrooms, and bike rack perimeters. Further, we will provide site diagrams for the exterior Hockeytown Café patio, post- debate interview tent compound including but not limited to the dimensions of the tent, fire retardant placards for same and site layout for deployment of generators/ Hockeytown Café alley and CNN production truck area (I-75 service drive, see exhibit #2, #5).

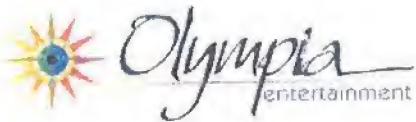
Please find the following exhibits enclosed with this letter:

- 1. Exhibit (1): CNN/site layout parking lots 1 &2.
- 2. Exhibit (2): Footprint map detailing overhead view of parking lots 1 & 2, Fox Theatre, Hockeytown Café, protest area, I-75 service drive.
- 3. Exhibit (3): Game Day Stage drawing specifications.
- 4. Exhibit (4): Hockeytown Café over head view, I-75 service drive/alley staging.
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- 6. Exhibit (6): Tent specifications/ locations
- 7. Exhibit (7): Portable bathroom specifications/ locations.
- 8. Exhibit (8): Generator specifications/locations.

As always, we sincerely appreciate the outstanding support that we receive from the Detroit Police Department and I am sure through your leadership, the CNN/DNC Presidential Debates will be a total success.

Very truly yours,

Michael Hartnett  
VP Venue Security  
Olympia Entertainment, Inc.



City of Detroit  
City of Detroit Clerks Office  
Special Events Application

June 21, 2019

To Whom it May Concern,

As you know, the Democratic National Committee (DNC) has selected the city of Detroit to host one of its parties' presidential candidates debates. CNN has been selected by the DNC to facilitate and broadcast these debates on July 30<sup>th</sup>, 2019 and July 31<sup>st</sup>, 2019. Olympia Entertainment and the Fox Theatre are proud to be the site for these debates, including our affiliated venues, Hockeytown Café, and Comerica Park parking lots 1 and 2.

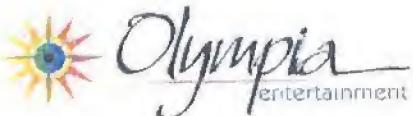
It has been our honor to host a number of high profile events within the City of Detroit and we sincerely appreciate the collaborative public safety/ security planning that always takes place within the City of Detroit special event planning process. Obviously, this event has a very unique "Threat/Risk Profile" for this nationally televised event which requires the implementation of a "layered security perimeter" that has been developed collaboratively in planning with the Detroit Police Department and includes but is not limited to the following:

1. Road closure, to ensure the safety of the twenty (20) Democratic Presidential Candidates we are requesting road closure of Montcalm St between Park St and Woodward Ave on July 30<sup>th</sup> and 31<sup>st</sup> between the hours of noon and midnight to facilitate the movement rehearsal debate arrival of the twenty (20) Presidential Candidates (ten (10) each day). MP5000 Vehicle Barricades will be deployed at the intersection of Montcalm and Park and Montcalm and Woodward to secure this hardened perimeter. Each barricade will be staffed by a uniformed Detroit Police Officer and Olympia Entertainment Security Representative. In addition to supporting the Presidential Candidates rehearsal arrival and broadcasted debate, each candidate will have the opportunity for post-debate interviews at Hockeytown Café (see Hockeytown Café Map/ Layout, exhibits #4, #5).
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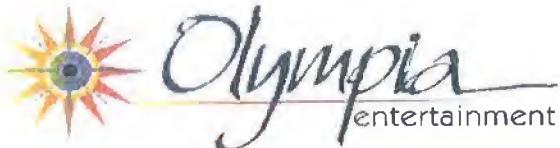
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As always, we sincerely appreciate the outstanding support that we receive from the City of Detroit and all of its City Departments in our hosting of special events within the City of Detroit. We are sure that through this collaborative planning process, the CNN/DNC Presidential Debates will be a total success.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Michael Hartnett".

Michael Hartnett  
VP Venue Security  
Olympia Entertainment, Inc.



June 20, 2019

Neighbors of the Foxtown area:

As the District Detroit continues to grow and the city is beginning to bustle with summer festivities. We all appreciate the energy these events bring to our community, as well as the positive economic impact for local businesses. Olympia Entertainment understands that events in the Foxtown area, affect our neighbors with additional traffic and heavier than normal crowds, and we thank you for your patience.

On Tuesday, July 30 and Wednesday, July 31, CNN will be hosting the DNC and the Democratic Debates here at the Fox Theater. The parking lots directly across Woodward from the Fox, will also be home to the CNN broadcast stage for the days leading up to and during the event. Hockeytown Café will also host post event, media coverage.

To accommodate the event, the right lane of the eastbound I-75 service drive will be closed, between Park and Woodward to stage media trucks. On the day of the debates (7/30 & 7/31), Montcalm will be closed completely, between Park and Woodward from 12:00 noon until 12:00 midnight.

As safety is a top priority, the roads will be opened to emergency vehicles if necessary. All roads will reopen at the conclusion of the event.

Please plan accordingly for these traffic disruptions, as well as, the other activities outside the theater. If you have questions, you may contact District Command Center 24 hours a day at (313) 471-6490. We truly appreciate your patience during the CNN/DNC Debates.

Sincerely,



Richard Fenton  
Vice President, Corporate Security  
Ilitch Holdings, Inc.

CNN/DNC Democratic Debates - July 30 & 31

Establishment	Address	Contacted	Date
Hockeytown	2301 Woodward	Carolyn Borowicki	3/21/19
<del>Flame Pump</del> <del>Flame Pump</del>	100 Mackinaw	Wayne Milam	3/21/19
<del>Flame Pump</del> <del>Flame Pump</del>	2482 Chene Rd	Tom Lamb	3/21/19
Bookends	7008 Cass	Tracy Johnson	3/21/19
PSJ CHINEST	Casey	Bohdan	3/21/19
CLIF Bells	Elizabeth	Danielle	3/21/19
Filmhouse	2011 Woodward	Felicity	3/21/19
Central United Methodist	23 Adams	Debra Cox	3/21/19
St. James & Agape	Patricia Cornelius	300 Adams	3/21/19
Fold Field	700 Brush	Keith West	3/21/19
Detroit Athletic Club	420 Washington	Karen Heubusch	3/21/19
5th Jones	500 Cass	David Snelson	3/24/19
Chewie	500 Cass		

# APPLICATION FOR PERMIT/SPECIAL EVENT

**DETROIT FIRE DEPARTMENT**  
**FIRE MARSHAL DIVISION**  
250 W. Larned Street, Detroit, Michigan 48226  
Phone: 313-596-2931 Fax: 313-596-2978

For Office Use Only	
Fee Paid:	
IRC Approval:	
B&SE C/O:	
C/A:	
App. #:	Permit #:

## PLEASE TYPE OR PRINT LEGIBLY:

1. Applicant Name: MICHAEL HORNETT Position: VP VENUE SERVICES
2. Business/Company Name: Olympic Entertainment Tail
3. Business Address: 2525 Woodward Ave Detroit
4. Office Phone: 313/471-7438 Alternate Phone: 313/299-3401 Fax:
5. Site (Permit Location) Address: Coffee Barn Parcels 105 1/2, Rd 9
6. Site Operational building (square feet) where materials are stored/used: Hockeytown CAFE
7. Names and addresses (no P.O. Box) of all principals and/or persons responsible for the special event.
8. List Occupant Load for assembly locations: 500, 1000 (Parcel Lots 1/2) HTC (350)
9. On a separate sheet, describe, with specificity, the special event/activity at Site and submit a Site Plan.
10. On a separate sheet, provide the details of any safety precautions taken or Fire/Police equipment needed.
11. Attach plans/drawings detailing where and how hazardous materials will be stored on the premises.
12. Attach a current copy of the certificate of insurance for the business operations of the entity requesting this permit.

## AFFIDAVIT OF APPLICANT

State of Michigan )  
County of \_\_\_\_\_ ) ss

Michael B. Hestness first being duly sworn deposes and says that all of the information provided to the City of Detroit on this application is true, complete and correct, and that any misstatement, falsification, omission, or misrepresentation shall be grounds for refusal of the permit or revocation.

Signature: Michael B. Hestness Date: 6/18/2019  
Executed and sworn to before me this 18<sup>th</sup> day of June, 2019.

Print Name: Amerson Witzman Notary Public, Oakland County

My Commission expires: October 27, 2025

2019-07-05

**976**

**976** *Petition of Olympia Entertainment Inc. request to host the "CNN/DNC Democratic Debates" at Fox Theater, Hockeytown and Comerica Parking lots 1 & 2 from July 30th - July 31st with various street closures. Set up is to begin 7/22 with complete tear down on 8/2.*

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**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT BUSINESS LICENSE CENTER  
TRANSPORTATION DEPARTMENT FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING MUNICIPAL

RECREATION DEPARTMENT HEALTH AND WELLNESS  
PROMOTION

24

## MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle):  APPROVED  DENIED  N/A  CANCELED

Petition #: 978 Event Name: A Day in the Life with Pashon Murray

Event Date: July 25, 2019

Street Closure: None

Organization Name: Detroit Dirt Foundation

Street Address: 527 W. Lafayette Detroit, MI 48226

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance	<input type="checkbox"/> Run/Marathon
<input type="checkbox"/> Bike Race	<input type="checkbox"/> Religious Ceremony	<input type="checkbox"/> Political Ceremony	<input type="checkbox"/> Festival
<input type="checkbox"/> Filming	<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Fireworks	<input checked="" type="checkbox"/> Convention/Conference	<input type="checkbox"/> Other: _____	
<input checked="" type="checkbox"/> <b>24-Hour Liquor License</b>			

### Petition Communications (include date/time)

Detroit Dirt will host a networking & screening in Cadillac Square from 5:00pm - 10:00pm.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contracted with Eagle Security to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary Food License Required

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fencing Required
	Recreation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Received & Approved as Presented
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vendors License & Liquor License Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Fischer

Date: 7-3-19

**City of Detroit**  
**OFFICE OF THE CITY CLERK**

Janice M. Winfrey  
City Clerk

Vivian A. Hudson  
Deputy City Clerk

**DEPARTMENTAL REFERENCE COMMUNICATION**

*Friday, July 5, 2019*

*To: The Department or Commission Listed Below*  
*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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MAYOR'S OFFICE     DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT     FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING

**978**     *Detroit Dirt Foundation, request to hold "A Day in the life of Pashon Murray"  
at Cadillac Square on July 25, 2019 from 5:00 p.m. to 10:00 p.m.*

7/25/19

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: A Day in the life with Pashon Murray

Event Location: Cadillac Square

Is this going to be an annual event?  Yes  No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Detroit Dirt Foundation

Organization Mailing Address: 527 W. Lafayette ste. 20E Detroit, MI 48226

Business Phone: 6162604383

Business Website: [www.detroitdirt.org](http://www.detroitdirt.org)

Applicant Name: Pashon Murray

Business Phone: 6162604383

Cell Phone:

Email: [pimurray@detroitdirt.org](mailto:pimurray@detroitdirt.org)

Event On-Site Contact Person:

Name: Nya Marshall

Business Phone:

Cell Phone: 2483906175

Email: [nya@cultureofcarbon.com](mailto:nya@cultureofcarbon.com)

#### Event Elements (check all that apply)

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance
<input type="checkbox"/> Run/Marathon	<input type="checkbox"/> Bike Race	<input type="checkbox"/> Religious Ceremony
<input type="checkbox"/> Political Event	<input type="checkbox"/> Festival	<input type="checkbox"/> Filming
<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input checked="" type="checkbox"/> Convention/Conference	<input type="checkbox"/> Fireworks	<input type="checkbox"/> Other: _____

Projected Number of Attendees: 100

Please provide a brief description of your event:

A Day in the Life of Pashon Murray owner and co founder of Detroit Dirt is about a sustainable movement within the

City of Detroit

**What are the projected set-up, event and tear down dates and times (must be completed)?**

Begin Set-up Date : 1/25/19	Time Noon	Complete Set-up Date: 1/25/19	Time: 4:00
Event Start Date: 1/25/19	Time: 5:00	Event End Date: 1/25/19	Time: 10:00
1-25-19		7-25-19	

Begin Tearing Down Date:  
10:00 Complete Tear Down Date: 11:00

Event Times (If more than one day, give times for each day):

**Section 3- LOCATION/SITE INFORMATION**

Location of Event:

DOWNTOWN CADILLAC SQUARE

Facilities to be used (circle):  XPark  City  Street  Sidewalk

Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

-Public entrance and exit	-Location of First Aid
-Location of merchandising booths	-Location of fire lane
-Location of food booths	-Proposed route for walk/run
-Location of garbage receptacles	-Location of tents and canopies
-Location of beverage booths	-Sketch of street closure
-Location of sound stages	-Location of bleachers
-Location of hand washing sinks	-Location of press area
-Location of portable restrooms	-Sketch of proposed light pole banners

**Section 4- ENTERTAINMENT**

Describe the entertainment for this year's event:

DJ BRUCE BAILEY

Will a sound system be used?  Yes  No

If yes, what type of sound system? Audio video

**Section 5- SALES INFORMATION**

Will there be advanced ticket sales?  Yes  No  
If yes, please describe:

Will there be on-site ticket sales?  Yes  No  
If yes, list price(s):

Will there be vending or sales?  
If yes, check all that apply:

Food  Merchandise  Non-Alcoholic Beverages  Alcoholic Beverages

Indicate type of items to be sold:

Will there be food trucks?  Yes  No **ONE**

If yes, please list how many:

Will there be a charge for parking?  Yes  No

If yes, please describe the amount:

How will you advise attendees of parking options? **STREET PARKING AND CITY LOTS**

## Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company:

Contact Person:

Address: DOWNTOWN DETROIT PARKS

Phone:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):

Licensed

Armed

Bonded

## Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

### SURROUNDING COMMUNITY WILL NOT BE AFFECTED

Have local neighborhood groups/businesses approved your event?

Yes  No

Indicate what steps you have or will take to notify them of your event:

**EVENTBRITE**

## Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event **Structure**

Describe specific power needs for entertainment and/or music. If generators will be used, describe how many and how they will be fueled:

**Name of vendor providing generators: Contact Person:**

Address:

Phone:

City/State/Zip

How Many?

Size/Height

Booth

Tents (enclosed on 3 sides)

Canopy (open on all sides)

Staging/Scaffolding

Bleachers

### **Section 9- COMPLETE ALL THAT APPLY**

**Emergency medical services?**

Contact Person:

Address:

City/State/Zip:

**Name of company providing port-a-johns.**

Contact Person:

Address:

Phone:

City/State/Zip:

**Name of private catering company? CAT TAIL FOOD TRUCK**

Contact Person: FREDDIE DAVIS

Address:

Phone: 313-471-8868

City/State/Zip: DETROIT, MI

#### SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Will there be street closures?  Yes  No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:**

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

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## AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Parker Murray  
Signature of Applicant

7-1-19  
Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

## HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: A Day In the Life P. Murray  
Event  
Date: 7/25/19

Event Organizer: Nya Marshall

Applicant Signature: Parker Murray  
Date: 7-1-19

25

2019-07-05

**978**

**978** *Petition of Detroit Dirt Foundation,  
request to hold "A Day in the life of  
Pashon Murray" at Cadillac Square  
on July 25, 2019 from 5:00 p.m. to  
10:00 p.m.*

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**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING

# 24

## MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle):  APPROVED  DENIED  N/A  CANCELED

Petition #: 980 Event Name: Mural Dedication

Event Date: July 20, 2019

Street Closure: None

Organization Name: Music Hall Center for the Performing Arts

Street Address: 350 Madison Avenue Detroit, MI 48226

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance	<input type="checkbox"/> Run/Marathon
<input type="checkbox"/> Bike Race	<input type="checkbox"/> Religious Ceremony	<input type="checkbox"/> Political Ceremony	<input type="checkbox"/> Festival
<input type="checkbox"/> Filming	<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Fireworks	<input type="checkbox"/> Convention/Conference	<input checked="" type="checkbox"/> Other: <u>Art Unveiling</u>	

**24-Hour Liquor License**

### Petition Communications (include date/time)

Music Hall will host a dedication ceremony of newly created murals and Detroit Bass Day Celebration at 350 Madison Avenue from 12:00pm - 6:00pm.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Music Hall Security will Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required for Alley Closure
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fencing Required
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permit Required for Stage
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Liquor License Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Purchase of Parking Meters Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

MAYOR'S OFFICE

Signature: B. Lusher

Date: 7-3-19

Janice M. Winfrey  
*City Clerk*

**City of Detroit**  
**OFFICE OF THE CITY CLERK**

Vivian A. Hudson  
*Deputy City Clerk*

## **DEPARTMENTAL REFERENCE COMMUNICATION**

*Friday, July 5, 2019*

*To: The Department or Commission Listed Below*  
*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

---

MAYOR'S OFFICE    PLANNING AND DEVELOPMENT DEPARTMENT  
DPW - CITY ENGINEERING DIVISION    POLICE DEPARTMENT  
FIRE DEPARTMENT    BUSINESS LICENSE CENTER  
TRANSPORTATION DEPARTMENT    MUNICIPAL PARKING DEPARTMENT

**980**    *Music Hall Center for the Performing Arts, request to hold "Mural Dedication" at 350 Madison Ave. on July 20, 2019 from 12:00 PM to 6:00 PM.*

7/20/19

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60** days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: Mural Dedication

Event Location: 350 Madison Ave., Detroit MI 48226

Is this going to be an annual event?  Yes  No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Music Hall Center for the Performing Arts

Organization Mailing Address: 350 Madison Ave., Detroit, MI 48226

Business Phone: 313-887-8500

Business Website: www.musichall.org

Applicant Name: Vincent C. Paul

3138878506

Cell Phone: 9174282623

Email: vincep@musichall.org

Business Phone:

#### Event On-Site Contact Person:

Name: Karen McBride

Business Phone: 3138878520

Cell Phone: 3135803121

Email: karenm@musichall.org

#### Event Elements (check all that apply)

<input type="checkbox"/> Walkathon	<input type="checkbox"/> Carnival/Circus	<input type="checkbox"/> Concert/Performance
<input type="checkbox"/> Run/Marathon	<input type="checkbox"/> Bike Race	<input type="checkbox"/> Religious Ceremony
<input type="checkbox"/> Political Event	<input type="checkbox"/> Festival	<input type="checkbox"/> Filming
<input type="checkbox"/> Parade	<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Rally/Demonstration
<input type="checkbox"/> Convention/Conference	<input type="checkbox"/> Fireworks	<input checked="" type="checkbox"/> Other: <u>art unveiling</u>

Projected Number of Attendees: 250

#### Please provide a brief description of your event:

Music Hall will conduct a dedication ceremony of its newly-created murals, followed by the annual Detroit Bass Day celebration which brings together Detroit's outstanding local musicians, particularly players of bass guitar

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: July 20, 2019 Time: 10am Complete Set-up Date: July 20, 2019 Time: 12pm

Event Start Date: July 20, 2019 Time: 12pm Event End Date: July 20, 2019 Time: 6pm

Begin Tearing Down Date: July 20, 2019 Complete Tear Down Date: July 20, 2019

Event Times (If more than one day, give times for each day):  
12:00 pm - 6:00 pm

### Section 3- LOCATION/SITE INFORMATION

Location of Event: 350 Madison Ave., rear parking lot behind building

Facilities to be used (Check) Street Sidewalk  Park City Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

-Public entrance and exit	-Location of First Aid
-Location of merchandising booths	-Location of fire lane
-Location of food booths	-Proposed route for walk/run
-Location of garbage receptacles	-Location of tents and canopies
-Location of beverage booths	-Sketch of street closure
-Location of sound stages	-Location of bleachers
-Location of hand washing sinks	-Location of press area
-Location of portable restrooms	-Sketch of proposed light pole banners

**You will be prompted to upload these attachments upon submitting this form**

### Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

R&B band / Bass Day ensemble

Will a sound system be used?  Yes  No

If yes, what type of sound system? PA

Describe specific power needs for entertainment and/or music:

n/a

How many generators will be used? n/a

How will the generators be fueled?

Name of vendor providing generators:

Contact Person: n/a

Address:

Phone:

City/State/Zip

## Section 5- SALES INFORMATION

Will there be advanced ticket sales?  Yes  No

If yes, please describe:

Will there be on-site ticket sales?  Yes  No

If yes, list price(s):

Will there be vending or sales?  Yes  No

If yes, check all that apply:

Food

Merchandise

Non-Alcoholic Beverages

Alcoholic Beverages

Indicate type of items to be sold:

Pop, water, beer

## Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Music Hall ushers

Contact Person:

Phone:

Address:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):

Licensed

Armed

Bonded

How will you advise attendees of parking options?

[https://www.musichall.org/visitor\\_info/Subpages/parking](https://www.musichall.org/visitor_info/Subpages/parking)

## Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?  
Event will be in private parking lot

Have local neighborhood groups/businesses approved your event?

Yes  No

Indicate what steps you have or will take to notify them of your event:  
Permission from lot owner secured

## Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

	How Many?	Size/Height
Booth	0	
Tents (enclosed on 3 sides)	0	
Canopy (open on all sides)	0	
Staging/Scaffolding	1	18 inch platform 20' x 30'
Bleachers	0	

## Section 9- COMPLETE ALL THAT APPLY

**Emergency medical services?**

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**Name of company providing port-a-johns.** \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**Name of private catering company?** \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**SPECIAL USE REQUESTS**

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

**STREET NAME:** \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:**

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

## AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

*Vincent C. Paul*  
Signature of Applicant

06/21/2019

Date

Signature of Applicant

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

## HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: Mural Dedication Event  
Date: July 20, 2019

Event Organizer:  
Music Hall Center for the Performing Arts

Applicant Signature: *Vincent C. Paul*  
Date: 06/21/2019

2019-07-05

**980**

**980** *Petition of Music Hall Center for the Performing Arts, request to hold "Mural Dedication" at 350 Madison Ave. on July 20, 2019 from 12:00 PM to 6:00 PM.*

---

**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

MAYOR'S OFFICE      PLANNING AND DEVELOPMENT  
DEPARTMENT  
DPW - CITY ENGINEERING DIVISION      POLICE  
DEPARTMENT  
FIRE DEPARTMENT      BUSINESS LICENSE CENTER  
TRANSPORTATION DEPARTMENT      MUNICIPAL



CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVE. SUITE 601  
DETROIT, MICHIGAN 48226  
PHONE: (313) 224-3949 • TTY: 711  
FAX: (313) 224-3471  
WWW.DETROITMI.GOV

27

July 1, 2019

Honorable City Council:

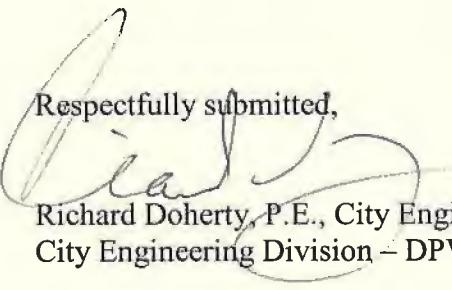
**RE: Petition No. 905 — Intersection Consulting Group, request approval for the deployment of IKE Smart City Kiosks in City Right of Way (sidewalk) locations that are aligned with commercial, entertainment, and institutional pedestrian corridors.**

Petition No. 905 — IKE Smart City Kiosk Deployment

On behalf of the Downtown Detroit Partnership (DDP), IKE Smart City Kiosk respectfully request approval for the deployment of IKE Smart City Kiosks in the City Right of Way (sidewalk) locations that are aligned with commercial, entertainment, and institutional pedestrian corridors. At present, locations are planned for the Downtown/Midtown corridor (Phase1) and six of the City's Strategic Neighborhood Fund Area (Phase2). Future sites will be added, as well. Kiosks will be uniform in appearance and functionality, though the content may be tailored to meet the specific needs of the deployment area. Information conveyed via the kiosk include a local business directory, events, arts, and culture, civic resources, and information about key social services such as homeless shelters, food support, and addiction recovery services. Phase 1 represents approximately 30 kiosks and an investment of more than \$2,000,000.

I am recommending adoption of the attached resolution.

Respectfully submitted,

  
Richard Doherty, P.E., City Engineer  
City Engineering Division – DPW

/KM

Cc: Ron Brundidge, Director, DPW  
Mayor's Office – City Council Liaison

CITY CLERK 2019 JUL 5 PM1:14



CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVE. SUITE 601  
DETROIT, MICHIGAN 48226  
PHONE: (313) 224-3949 • TTY:711  
FAX: (313) 224-3471  
WWW.DETROITMI.GOV

July 8, 2019

Honorable City Council:

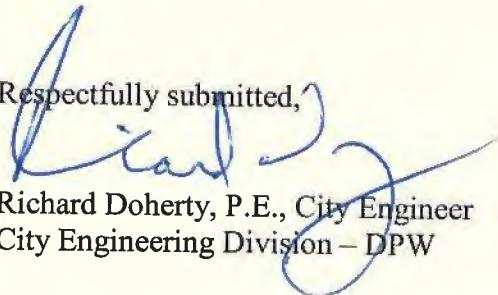
**RE: Petition No. 905 — Intersection Consulting Group, request approval for the deployment of IKE Smart City Kiosks in City Right of Way (sidewalk) locations that are aligned with commercial, entertainment, and institutional pedestrian corridors.**

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Respectfully submitted,

  
Richard Doherty, P.E., City Engineer  
City Engineering Division – DPW

/KM

Cc: Ron Brundidge, Director, DPW  
Mayor's Office – City Council Liaison

**RESOLVED**, that the Department of Public Works, City Engineering Division is hereby authorized and directed to issue permits to Downtown Detroit Partnership or their assigns to install and maintain encroachments with a IKE Smart City Kiosks in various public Rights of Way. At locations to be determined and approved by the Department of Public Works.

PROVIDED, that abutting property owners consent.

PROVIDED, that if there is any cost for the removing and/or rerouting of any utility facilities, it shall be done at the expense of the petitioner and/or property owner; and be it further

PROVIDED, that by approval of this petition the Detroit Water and Sewerage Department (DWSD) does not waive any of its rights to its facilities located in the right-of-way, and at all times, DWSD, its agents or employees, shall have the right to enter upon the right-of-way to maintain, repair, alter, service, inspect, or install its facilities. All costs incident to the damaging, dismantling, demolishing, removal and replacement of structures or other improvements herein permitted and incurred in gaining access to DWSD's facilities for maintenance, repairing, alteration, servicing or inspection caused by the encroachment shall be borne by the petitioner. All costs associated with gaining access to DWSD's facilities, which could normally be expected had the petitioner not encroached into the right-of-way, shall be borne by DWSD; and be it further

PROVIDED, that all construction performed under this petition shall not be commenced until after (5) days written notice to DWSD. Seventy-two (72) hours' notice shall also be provided in accordance with P.A. 53 1974, as amended, utilizing the MISS DIG one call system; and be it further

PROVIDED, that construction under this petition is subject to inspection and approval by DWSD forces. The cost of such inspection shall, at the discretion of DWSD, be borne by the petitioner; and be it further

PROVIDED, that if DWSD facilities located within the right-of-way shall break or be damaged as the result of any action on the part of the petitioner, then in such event the petitioner agrees to be liable for all costs incident to the repair, replacement or relocation of such broken or damaged DWSD facilities; and be it further

PROVIDED, that the petitioner shall hold DWSD harmless for any damages to the encroaching device constructed or installed under this petition which may be caused by the failure of DWSD's facilities; and be it further

PROVIDED, Downtown Detroit Partnership or their assigns shall apply to the Buildings and Safety Engineering Department for a building permit prior to any construction. Also, if it becomes necessary to open cut public streets, bore, jack, occupy or barricade city rights-of-way for maintenance of encroachments such work shall be according to detail permit application drawings submitted to the City Engineering Division – DPW prior to any public right-of-way construction; and further

PROVIDED, that the necessary permits shall be obtained from the City Engineering Division – DPW and the Buildings and Safety Engineering Department. The encroachments shall be constructed and maintained under their rules and regulations; and further

PROVIDED, that all cost for the construction, maintenance, permits and use of the encroachments shall be borne by Downtown Detroit Partnership or their assigns, and further

PROVIDED, that all costs incurred by privately owned utility companies and/or city departments to alter, adjust, and/or relocate their existing utility facilities located in close proximity to the encroachments shall be borne by Downtown Detroit Partnership or their assigns. Should damages to utilities occur Downtown Detroit Partnership or their assigns shall be liable for all incidental repair costs and waives all claims for damages to the encroaching installations; and further

PROVIDED, that no other rights in the public streets, alleys or other public place shall be considered waived by this permission which is granted expressly on the condition that said encroachments shall be removed at any time when so directed by the City Council, and the public property affected shall be restored to a condition satisfactory to the City Engineering Division – DPW; and further

PROVIDED, that Downtown Detroit Partnership or their assigns shall file with the Department of Public Works – City Engineering Division an indemnity agreement in form approved by the Law Department. The agreement shall save and protect the City of Detroit from any and all claims, damages or expenses that may arise by reason of the issuance of the permits and the faithful or unfaithful performance of Downtown Detroit Partnership or their assigns of the terms thereof. Further, Downtown Detroit Partnership or their assigns shall agree to pay all claims, damages or expenses that may arise out of the use, repair and maintenance of the proposed encroachments; and further

PROVIDED, this resolution or part thereof is revocable at the will, whim or caprice of the City Council, and Downtown Detroit Partnership acquires no implied or other privileges hereunder not expressly stated herein; and further

PROVIDED, that the encroachment permits shall not be assigned or transferred without the written approval of the City Council; and be it further

PROVIDED, that the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.

Janice M. Winfrey  
City Clerk

**City of Detroit**  
OFFICE OF THE CITY CLERK

Caven West  
Deputy City Clerk/Chief of Staff

## **DEPARTMENTAL REFERENCE COMMUNICATION**

*Thursday, June 6, 2019*

*To: The Department or Commission Listed Below*  
*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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PLANNING AND DEVELOPMENT DEPARTMENT      DPW - CITY ENGINEERING DIVISION

**905**      *Intersection Consulting Group, request approval for the deployment of IKE Smart City Kiosks in City Right of Way (sidewalk) locations that are aligned with commercial, entertainment, and institutional pedestrian corridors.*

# Intersection Consulting Group

03 June 2019

Honorable Detroit City Council C/O Detroit  
City Clerk  
Coleman A. Young Municipal Center 2 Woodward  
Avenue, Ste. 200  
Detroit, MI 48226

RE : Ike Smart City Kiosk Deployment

On behalf of the Downtown Detroit Partnership (DDP), we respectfully request approval for the deployment of IKE Smart City Kiosks in City Right of Way (sidewalk) locations that are aligned with commercial, entertainment, and institutional pedestrian corridors. At present, locations are planned for the Downtown/Midtown Corridor (Phase I) and six of the City's Strategic Neighborhood Fund Areas (Phase II). Future sites will be added, as well. Kiosks will be uniform in appearance and functionality, though the content may be tailored to meet the specific needs of the deployment area. Information conveyed via the kiosk include a local business directory, events, arts and culture, civic resources, and information about key social services such as homeless shelters, food support, and addiction recovery services. Phase I represents approximately 30 kiosks and an investment of more than \$2,000,000.

Department of Public Works as permit provider. In order to facilitate efficient deployment of the IKE program, we also request that this resolution authorizes DPW to evaluate and approve installation permits for IKE kiosks under this program, based on City standards for the installation of implements in the right of way. Permits to be revocable only for violating DPW maintenance requirements.

Historic District Commission. In the event that a kiosk is deployed within a Historic District, we request that HDC allow for an initial Committee review of the IKE kiosk program, with subsequent staff level approval of individual kiosk installations in compliance with the broader approved kiosk program.

IKE Kiosk specifics and a preliminary deployment map has been included with the request. In addition, a comprehensive permit set of drawings for a test location have also been included for review. Please feel free to contact me with any questions.

Respectfully Submitted,

Brian R Ellison, Principal  
Intersection Consulting Group



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June 3, 2019

The Honorable City Council  
Office of the City Clerk  
2 Woodward Ave. Suite 200  
Detroit, MI 48226

Dear Council President Jones,

The Downtown Detroit Partnership (DDP) is eager to update you on an exciting project that we believe will greatly enhance the experience of those who work, live and visit the City of Detroit. Working with DDP's vendor, IKE Smart City, DDP is able to bring IKE interactive digital kiosks to Downtown and the neighborhoods. IKE kiosks are a cutting edge two-way communication platform that provides free access to information, such as: transit options, supportive services, business locations, directions, events and more.

These 8-foot tall, digital IKE kiosks:

- Provide free, high-speed, public WiFi access, helping to connect those that don't otherwise have access.
- Communicate with local transit systems to tell you when the next bus or train will arrive or how many bikes are available at the nearest MoGo station.
- Improve public safety and have the capability to connect to the DPD Greenlight network, instantaneously broadcast emergency alerts, and offer push-button 911 connections.
- Give instant walking or driving directions, with the ability to send those directions to your phone for navigation.
- Include applications for real-time public polling, community announcements, job boards, homeless shelters, and more.
- Offer dozens of languages and are ADA compliant for the disabled.
- Tap into the internet to provide up-to-date business listings and timely local event information.

In addition to the benefits described above, the IKE project promotes the opportunity to partner with other civic organizations and coordinate impact. DDP has participated in many positive conversations with community partners and has received support from the Detroit Police Department, local community development groups and business leaders.

Among the following documents are:

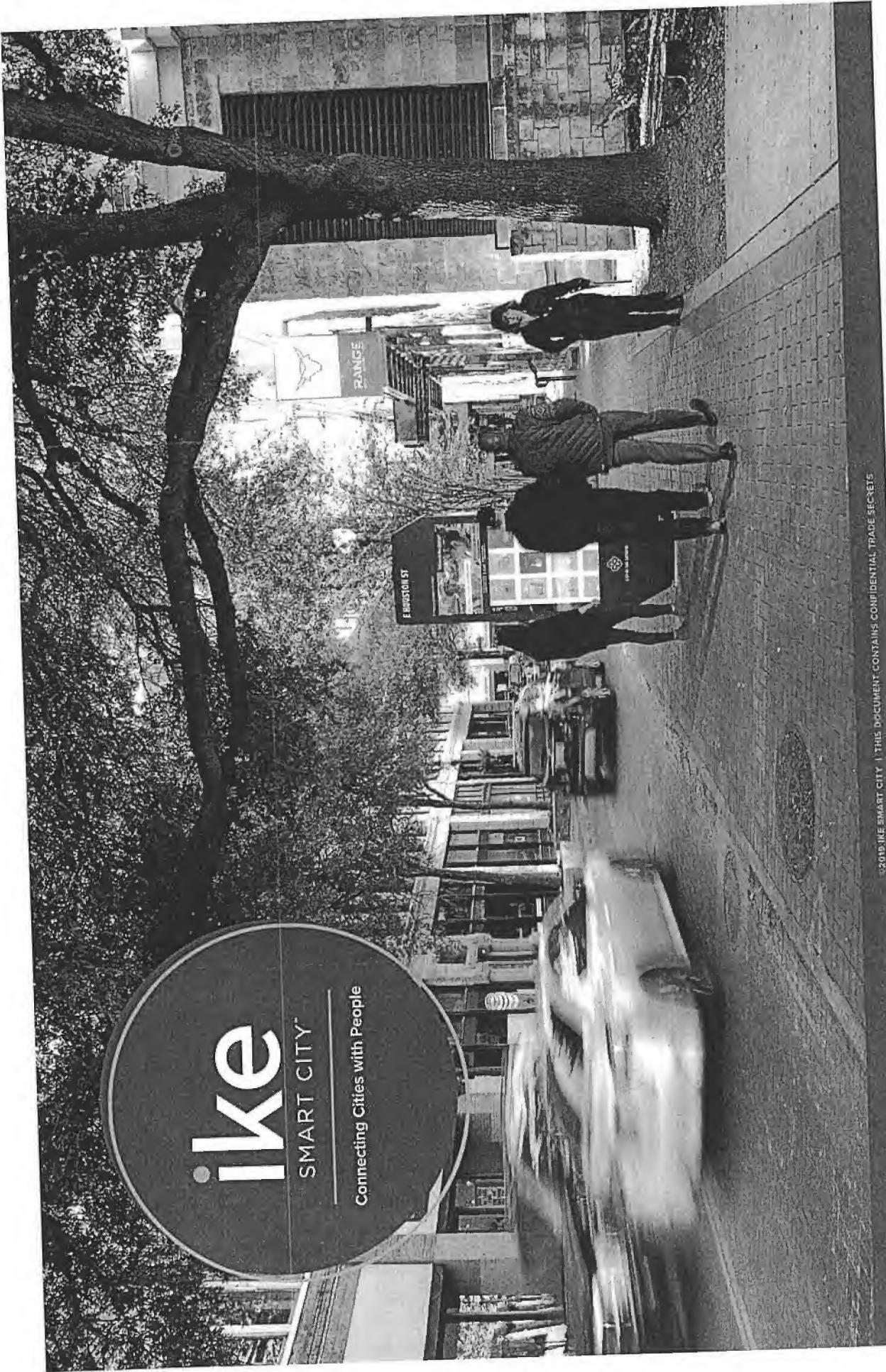
- An IKE permit application for a location near the Downtown YMCA at John R and Broadway (This application is indicative of how permits applications for the other locations will be developed, along with any additional documentation the Public Works Department requires).
- A map of areas that we are considering for installation. In addition to the Greater Downtown, we are exploring the potential to align with Strategic Fund Neighborhoods.

We appreciate Council's consideration of this request and we look forward to answering any questions.

Sincerely,

Eric B. Larson

CEO, Downtown Detroit Partnership



# Meet IKE

## THE INTERACTIVE SMART CITY KIOSK



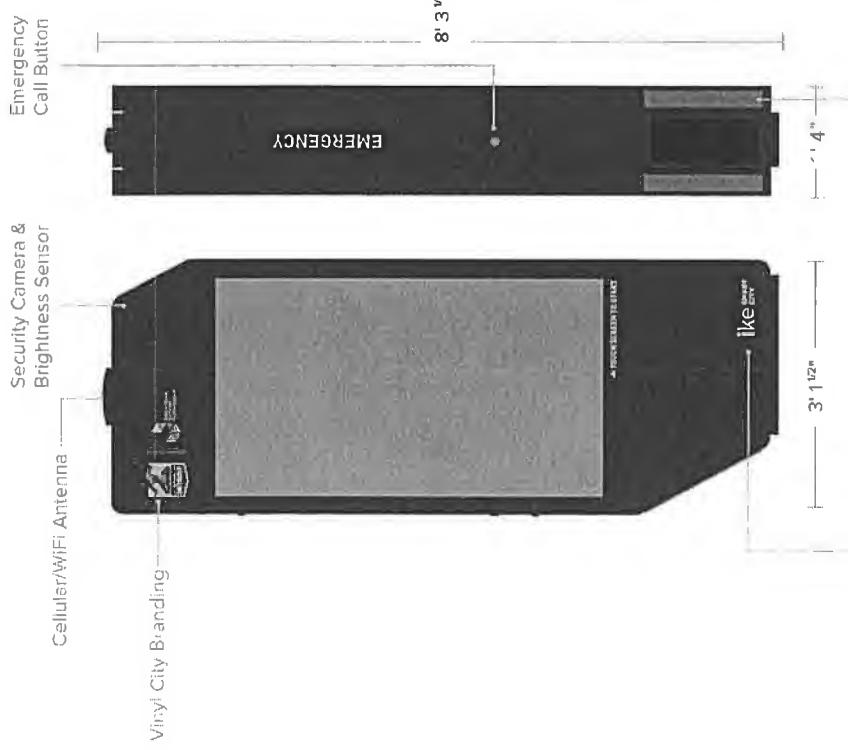
IKE is a breakthrough citizen engagement platform that helps cities, BIDs and DMOs communicate with the public, encourage a pedestrian-oriented environment, and tell the story of their city. Through our ever-expanding series of applications, IKE:

- Drives discovery
- Enables navigation
- Delivers social equity
- Encourages economic development
- Enhances public safety
- Generates revenue



► Please click to watch video  
or visit [IKEsmartcity.com](http://IKEsmartcity.com)

## Hardware



**Displays:** Dual 65" touchscreen displays

### Power:

- 110V, 120V, or 240V
- 30A draw (one 50 amp or two 20 amp dedicated circuits)
- 24-hour power required

**Data:** Cellular (wireless LTE) or Fiber

Backlit K.E. Logo  
Customizable Color Kinetic  
Lighting Aligns With City of  
Detroit Branding & Programming

## Modes of Operation

IKE has two modes of operation, allowing for an engaging mix of both interactive and commercial content.



### PASSIVE MODE

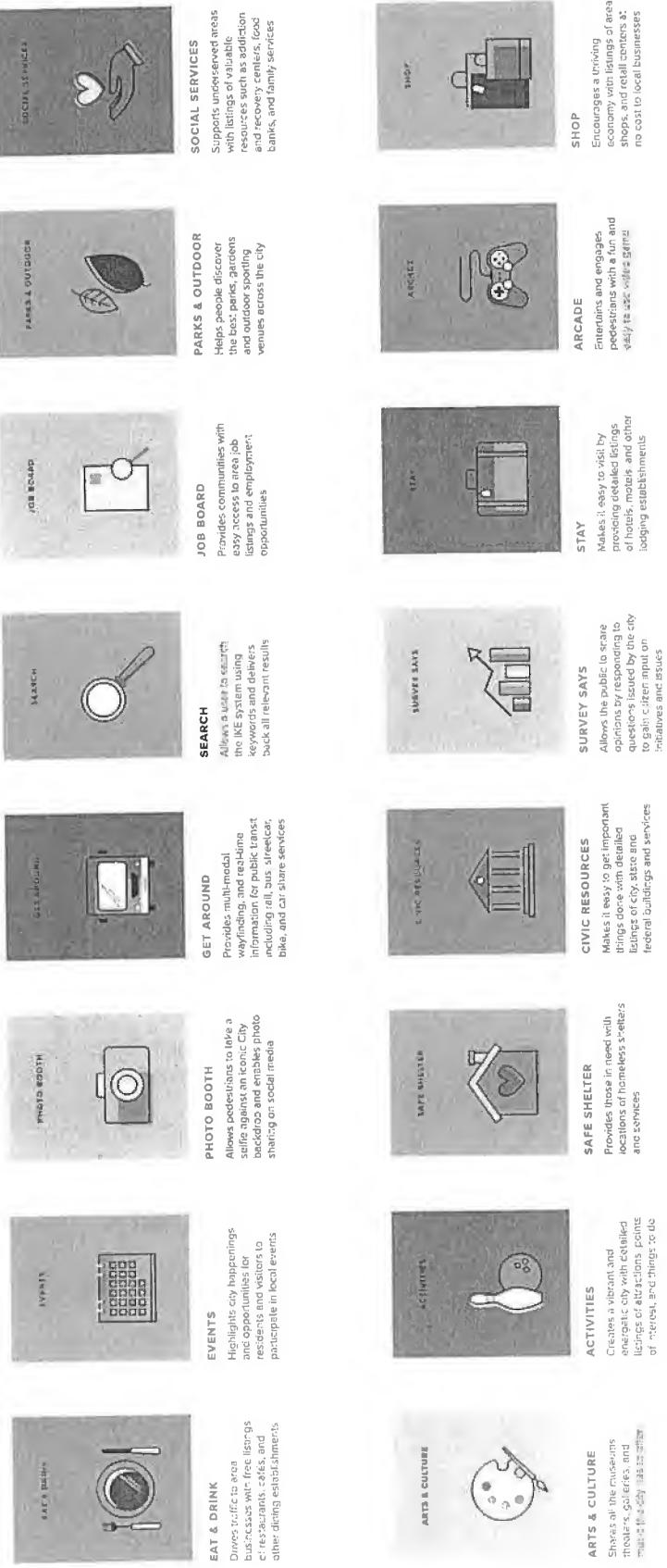
This is the default mode of operation when a pedestrian has not engaged with IKE's interactive features. The entire screen is occupied by a 9:16 (portrait) layout showing an ad loop of city, community, arts, and commercial messaging.



### ENGAGED MODE

Once a pedestrian touches IKE's screen, the interactive user experience is launched. In Engaged Mode, the application dashboard displays on the bottom two-thirds of the screen, and the ad loop is resized to a 16:9 landscape layout at the top of the screen.

Suite of Applications



## POTENTIAL INTERACTIVE KIOSK LOCATIONS



**IKE SMART CITY, LLC**  
**BROADWAY AND JOHN R WAYFINDING KIOSK**  
**1451 BROADWAY AVENUE**  
**CITY OF DETROIT, WAYNE COUNTY, MICHIGAN**  
**SAMPLE CONSTRUCTION DOCUMENTS**

**Project Team**

**Client**

IKE Smart City, LLC  
256 North Jefferson Avenue  
Detroit, MI 48227  
P: 313-627-0088

**Civil**

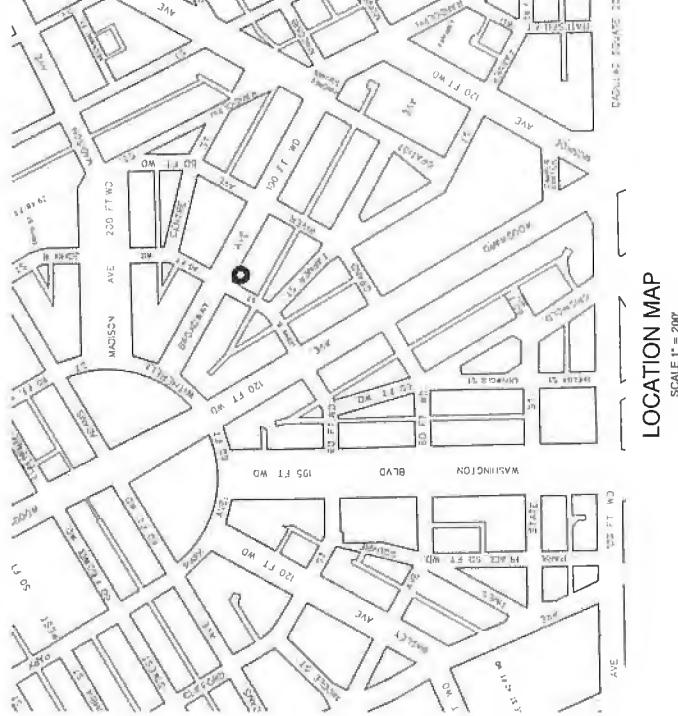
Globe Webster  
20 West Adams Street, Suite 1200  
Detroit, MI 48226  
P: 313.562.5442  
F: 313.562.5448

**Electrical**

Strategic Energy Solutions, Inc.  
4200 West 11 Mile Road  
Bentley Woods, MI 48235  
P: 248.243.1115  
F: 248.243.1115

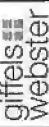
**Structural**

**Kiosk Manufacturer**  
Display Devices Inc.  
21211 W. Warren Rd.  
Garden City, MI 48136  
P: 313.947.0211



**SHEET INDEX**

Sheet	Title
C1.00	COVER
C1.05	NOTES & LEGENDS
C2.05	SITE & CONDUIT PLAN
C3.05	MOT PLAN
D1.05	STANDARD DETAILS
D2.05	STANDARD ACCESSORY DETAILS
D3.05	KIOSK DETAIL
D4.05	KIOSK FOUNDATION DETAIL

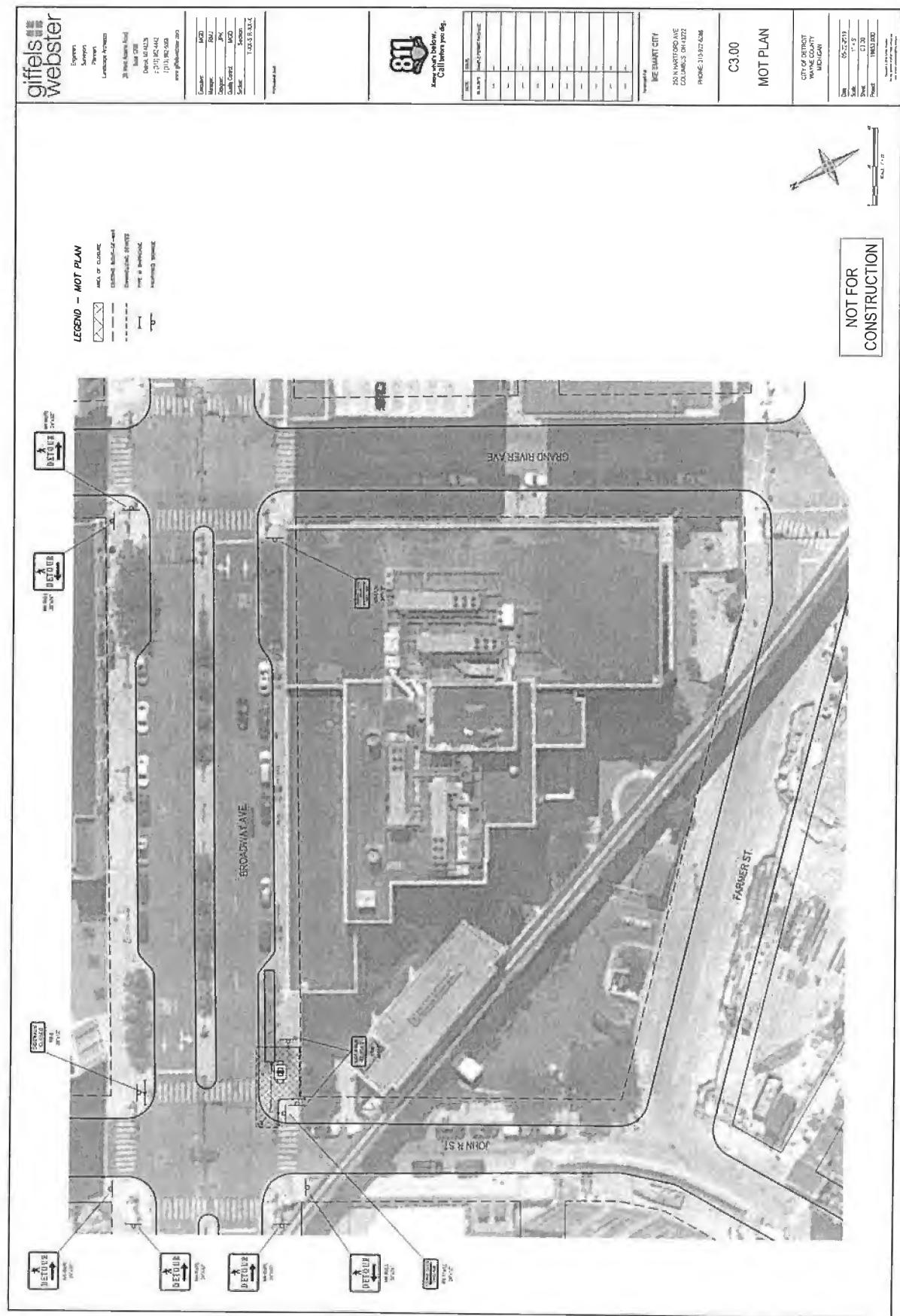
 <b>giffels</b> <b>webster</b> Engineers Surveyors Planners Landscape Architects 2000 Monroe Street Suite 1400 Detroit, MI 48226 P: 313.961.5000 F: 313.961.5001 www.giffelswerster.com	 <b>8U</b> Kiosk Display Device 8U	 <b>IKE</b> <b>SMART CITY</b> DETROIT 1451 BROADWAY DETROIT, MI 48227 PHONE: 313-627-0088
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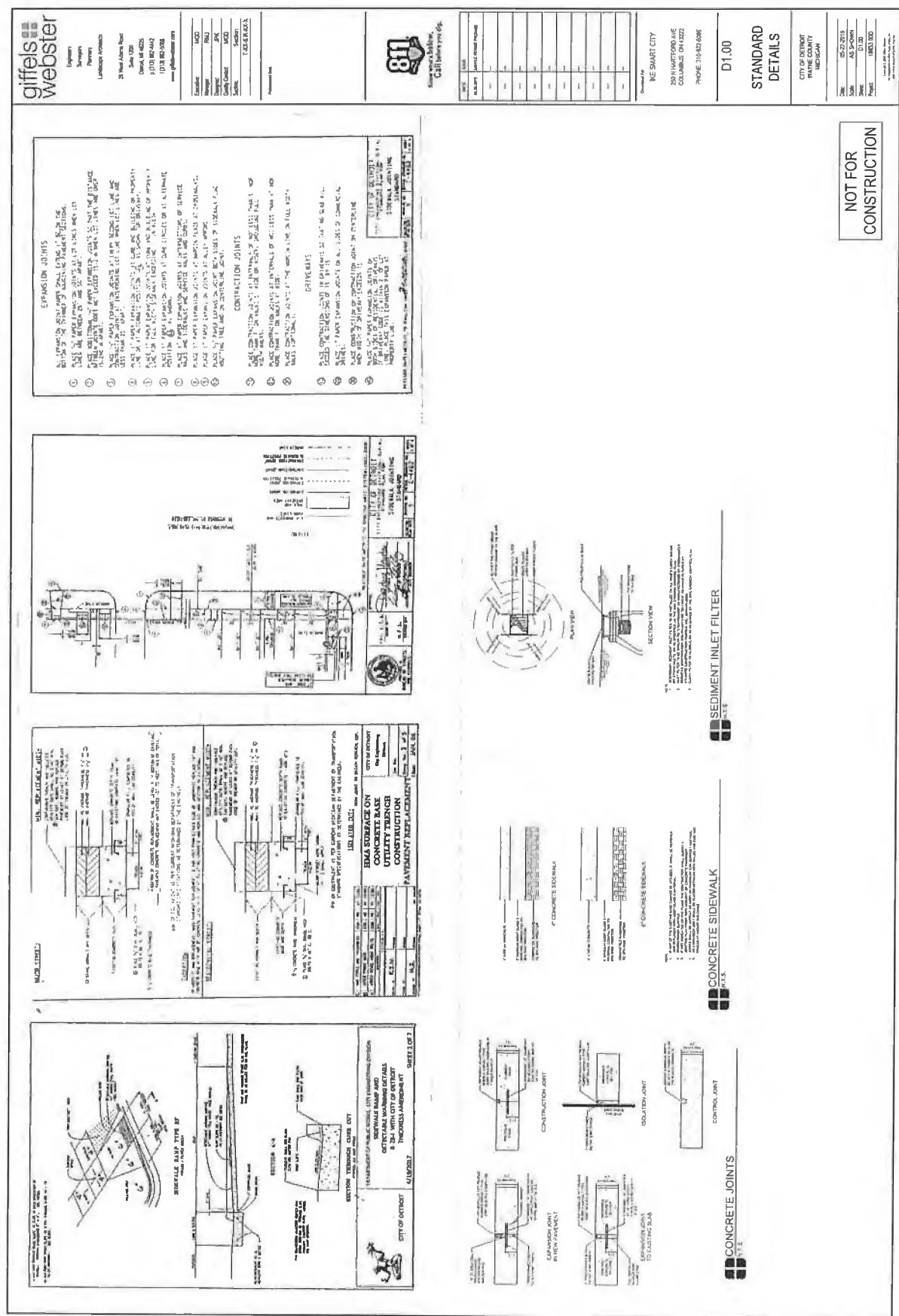
 <b>CITY OF DETROIT</b> DETROIT, MI 48227 P: 313-224-2000 F: 313-224-2000
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**NOT FOR  
CONSTRUCTION**

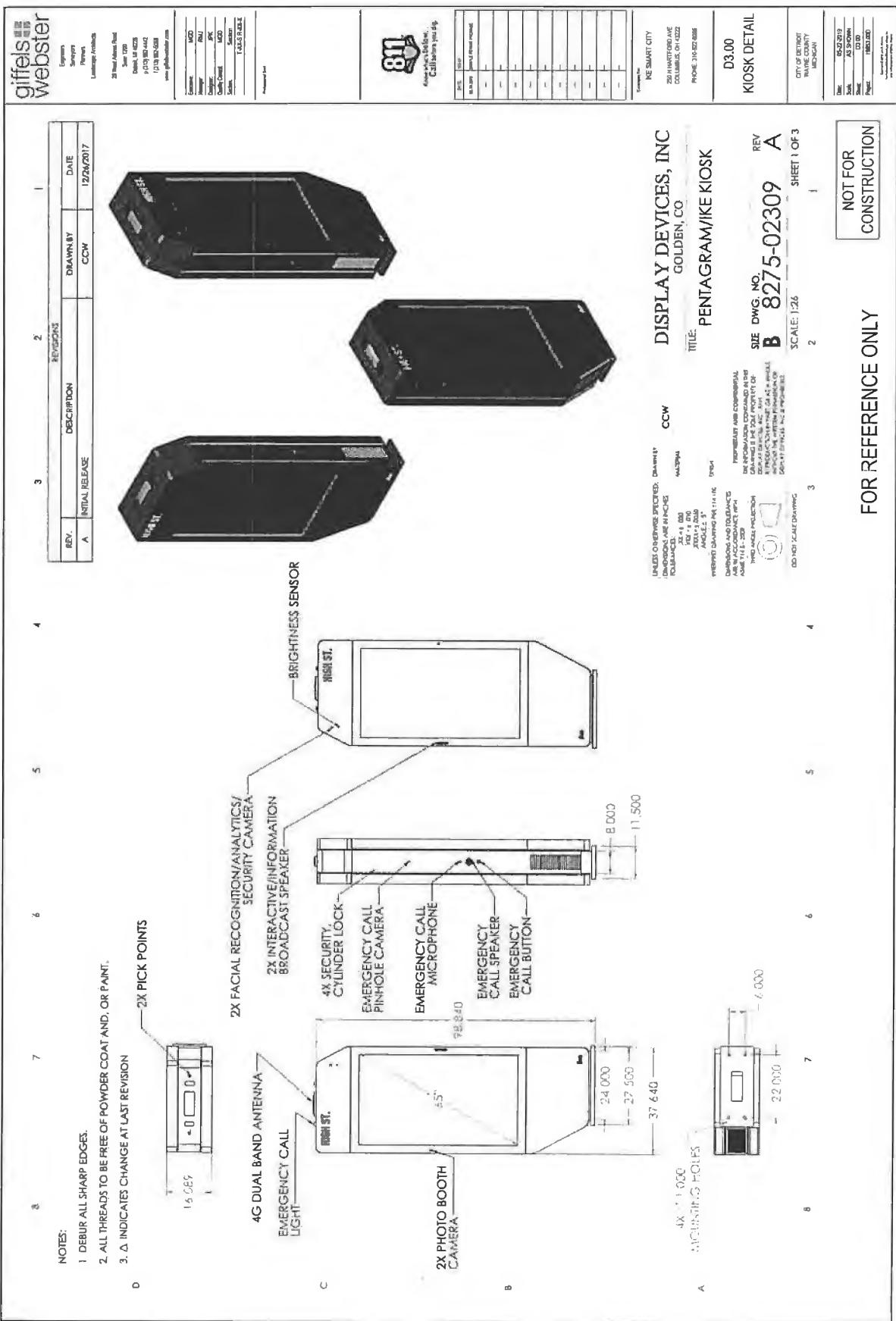


















## MEMORANDUM

**TO:** Lawrence Garcia, Corporation Council

**FROM:** Hon. Scott Benson, City Council District 3 

**CC:** Hon. Isaac Robinson, State Representative  
Hon. Benny Napoleon, Wayne County Sheriff  
Hon. Janice Winfrey, City Clerk  
David Whitaker, Director, LPD  
Stephanie Washington, City Council Liaison

**VIA:** Hon. Brenda Jones, City Council President

**DATE:** 3 July 2019

### **RE: TAXI CAB SURVEILLANCE PROGRAM**

My office has received numerous calls from the taxi cab community, as they are concerned about the number of violent and deadly situations involving their drivers. A question from the community is can the City of Detroit require surveillance cameras to be installed in all vehicles for hire, as a stipulation for receiving a license to operate in the City of Detroit? Please provide an opinion on Detroit's ability to require cameras in the cabs of vehicles for hire in order to operate in the City of Detroit.

Please provide the information by 15 July 2019. If you have any questions do not hesitate to contact my office at, 313-224-1198.



## MEMORANDUM

**TO:** David Whitaker, Director, LPD

**FROM:** Hon. Scott Benson, City Council District 3

**CC:** Hon. Janice Winfrey, City Clerk

Brad Dick, Director

Saskia Thompson, Executive Director, Detroit Land Bank Authority

Maurice Cox, Director, Planning & Development Department

Stephanie Washington, City Council Liaison

**VIA:** Hon. Brenda Jones, City Council President

**DATE:** 5 July 2019

**RE:** PROCEDURES TO ESTABLISH A PRIVATE CEMETERY

My office has received a request from a Detroit masjid to establish a cemetery in the 3<sup>rd</sup> District. Please provide a report on the process, including State of Michigan and City of Detroit rules and regulations to establish a cemetery. The Cemetery Regulation Act, Act 251 of 1968 is the state act that regulates cemeteries in Michigan and the Department of Licensing and Regulatory Affairs is the department that implements the regulations. I have attached a copy of the state act to this memo.

Please provide the report by 25 July 2019. If you have any questions do not hesitate to contact my office at, 313-224-1198.

**CEMETERY REGULATION ACT**  
**Act 251 of 1968**

AN ACT to regulate the creation and management of cemeteries; to provide for a cemetery commissioner and to prescribe the powers and duties of the commissioner; to require the registration and audit of cemeteries; to provide standards regarding the long-term care of certain cemeteries and trusting of certain funds; to regulate persons selling burial, entombment, or columbarium rights and certain merchandise; to provide for qualifications for owners, operators, employees, and transferees of cemeteries under certain circumstances; to provide for the abandonment of interment rights; to allow the cemetery commissioner to conduct certain investigations; and to prescribe administrative and civil remedies and penalties.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1972, Act 290, Imd. Eff. Oct. 30, 1972;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009;—Am. 2014, Act 398, Eff. Jan. 1, 2015

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

*The People of the State of Michigan enact:*

**456.521 Cemetery regulation act; short title.**

Sec. 1. This act shall be known and may be cited as the "cemetery regulation act".

**History:** 1968, Act 251, Eff. Sept. 15, 1968

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.522 Definitions.**

Sec. 2. As used in this act:

(a) "Cemetery" means 1 or a combination of more than 1 of the following:

(i) A burial ground for earth interments.

(ii) A mausoleum for crypt entombments.

(iii) A crematory for the cremation for human remains.

(iv) A columbarium for the inurnment of cremated remains.

(b) "Interment" means the disposition of human remains by earth interment, entombment, or inurnment.

(c) "Burial right" means a right of earth interment.

(d) "Entombment right" means the right of crypt entombment in a mausoleum or in an aboveground vault.

(e) "Columbarium right" means the right of inurnment in a columbarium for cremated remains.

(f) "Mausoleum" means a building or other aboveground structure that is affixed to land and is a permanent repository for human remains.

(g) "Crypt" means a chamber in a mausoleum of sufficient size to entomb the uncremated remains of a deceased person.

(h) "Columbarium" means a building or other aboveground structure that is affixed to land and is a permanent repository for cremated human remains.

(i) "Crematory" means a building or structure, within which the remains of deceased persons are or are intended to be cremated.

(j) "Cremation" means the incineration of the body of the deceased person.

(k) "Cemetery commissioner" or "commissioner" means the director of the department of labor and economic growth or a designee of the director.

(l) "Endowment and perpetual care" means all general work necessary to keep the cemetery property in a presentable condition at all times, including, but not limited to, the cutting of grass at reasonable intervals; the raking, cleaning, filling, seeding, and sodding of graves; the replacement, pruning, or removal of shrubs and trees in order to assure access to interment rights; and the repair and maintenance of enclosures, buildings, drives, walks, and the various memorial gardens.

(m) "Merchandise trust" means trusts required by section 16, composed of deposits made in connection with merchandise and service sales made prior to January 1, 2005.

(n) "Municipal corporation" means a county, city, village, or township.

(o) "Regulated financial institution" means a state or nationally chartered bank, savings and loan association or savings bank, credit union, trust company, or other state or federally chartered lending institution or a regulated affiliate or regulated subsidiary of any of these entities.

(p) "Person" means an individual, group of individuals, sole proprietorship, partnership, limited liability company, association, corporation, government agency, cemetery, or a combination of these legal entities.

(q) "Good moral character" means that term as defined and determined under 1974 PA 381, MCL 338.41 to 338.47.

(r) "Cemetery owner" means the person who has title to the cemetery.

(s) "Operator" means any of the following:

(i) A person, an officer of a person, a partner of a person, or a member or manager of a limited liability company, who holds more than 50% voting rights in a cemetery owner.

(ii) A person who is a member of the board of directors of a cemetery owner, a partner in a cemetery owner, or a member or manager of a limited liability company that is a cemetery owner.

(iii) An administrative official of the cemetery owner or the person described in subparagraph (i), comparable to a chief administrative officer, chief executive officer, or chief financial officer.

(t) "Affiliated person" means a person directly or indirectly controlling the cemetery and includes all of the following:

(i) A person who holds at least a 50% interest in a cemetery.

(ii) A person who is a member of the board of directors or a cemetery owner, a partner in a cemetery owner, or a member or manager of a limited liability company that is a cemetery owner.

(iii) A person who is an officer of the person who holds at least a 10% interest in a cemetery corporation or other entity having control of the cemetery.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1972, Imd. Eff. Oct. 30, 1972;—Am. 1978, Act 290, Eff. July 10, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

#### **456.522a Commissioner, spouse, or child; financial interest in cemetery, cemetery operations, supplier, or funeral establishment prohibited.**

Sec. 2a. The cemetery commissioner, or the commissioner's spouse or child, shall not have a direct or indirect financial interest in a cemetery, cemetery operations, a supplier of cemetery services or cemetery memorials, or a funeral establishment as defined in section 1801 of the occupational code, 1980 PA 299, MCL 339.1801.

**History:** Add. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

#### **456.523-456.527 Repealed. 1982, Act 132, Imd. Eff. Apr. 20, 1982.**

**Compiler's note:** The repealed sections pertained to the creation and membership of the state cemetery commission.

#### **456.528 Commissioner; rules.**

Sec. 8. (1) The commissioner shall promulgate rules under the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, to implement and administer this act, including, but not limited to, rules regarding all of the following:

(a) The maintenance of records relative to the financial aspects of cemeteries.

(b) Requirements for applications for the granting of permits and registrations required under this act, including, but not limited to, the good moral character and financial security, responsibility, and stability of persons having an interest in the cemetery and all persons with decision-making authority that are employed by the applicant, registrant, or permittee.

(c) The formal and informal procedures governing the conduct of contested cases under this act before the commissioner or a hearing officer designated by the commissioner.

(d) The establishment, control, record keeping, and auditing of endowment care trusts, merchandise trust accounts, and related trust funds.

(e) Requirements for trust agreements, endowment care trusts, and merchandise trust accounts.

(f) The full disclosure of the source, nature, and amount of consideration to be used in the sale or transfer of a cemetery.

(g) Submission of annual reports in accordance with section 16(12) and (13), including requests for extensions.

(2) The commissioner shall update any existing rules that must be changed due to the amendatory act that added this subsection within 12 months after the effective date of the amendatory act that added this

Rendered Friday, June 28, 2019

subsection.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1972, Act 290, Imd. Eff. Oct. 30, 1972;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**Administrative rules:** R 456.101 et seq. of the Michigan Administrative Code.

**456.529 Commissioner; hearings; investigations; oaths; testimony; witnesses; production of books and records; subpoena; abandoned cemeteries; failure to obey subpoena; perjury; violation of act, rule, or order; powers of commissioner; injunction or restraining order; appointment of receiver or conservator; powers; sale of cemetery; notice to creditors and filing of claims; denial of application; suspension or revocation of permit or registration.**

Sec. 9. (1) The commissioner may hold hearings, conduct investigations, administer oaths, take testimony under oath, and request in writing the appearance and testimony of witnesses, including the production of books and records. The commissioner may petition the circuit court for Ingham county for an order to issue, as part of the commissioner's general investigative and enforcement authority, a subpoena or a subpoena duces tecum relating to any person's appearance and testimony and for the production, examination, or copying of books, papers, or other documents pertaining to an investigation or hearing that is within the scope of the commissioner's authority under this act. The court shall issue an order for the issuance of subpoenas when reasonable grounds are shown.

(2) The commissioner has the authority to control, manage, and dispose of or transfer abandoned cemeteries or to require acceptance of responsibility for an abandoned cemetery according to law. The commissioner may promulgate rules that are necessary for the department to carry out its powers and duties under this subsection.

(3) Failure to obey a subpoena issued to any person by the commissioner through an order of the circuit court may subject the person to punishment by the circuit court as a contempt of court.

(4) Any person required by this act to take any oath or affirmation and who knowingly makes any false oath or affirmation is considered to have committed the crime of perjury.

(5) When it appears to the commissioner that a person or registrant has engaged in, or is about to engage in, any act or practice constituting a violation of this act or a rule promulgated or order issued under this act, the commissioner may do 1 or more of the following:

(a) Issue a cease and desist order.

(b) Accept an assurance of discontinuance of the violation.

(c) Bring an action in the circuit court for the county in which the person resides or in the circuit court for the county of Ingham, to enforce compliance with this act or a rule promulgated or order issued under this act.

(6) Upon a proper showing regarding an action brought under subsection (5)(c), a permanent or temporary injunction or a restraining order may be granted and a receiver or conservator may be appointed by the court. A receiver or conservator appointed by the court shall receive compensation from the cemetery as determined by the court. The receiver or conservator may operate the cemetery and take possession of the assets. The receiver or conservator shall have the rights and obligations of the cemetery as to all trust and escrow accounts and may sell, assign, transfer, or convey the cemetery and any of the assets to a municipal corporation or other person other than the holder of a license for the practice of mortuary science or a person who owns, manages, supervises, operates, or maintains, either directly or indirectly, a funeral establishment, under conditions prescribed by the court, in order to discharge outstanding contractual obligations. A receiver or conservator appointed under this section or section 2926a of the revised judicature act of 1961, 1961 PA 236, MCL 600.2926a, has all the powers, authority, and remedies of an assignee for the benefit of creditors under chapter 52 of the revised judicature act of 1961, 1961 PA 236, MCL 600.5201 to 600.5265. The court may allow the receiver or conservator to file for protection under the bankruptcy code.

(7) Subject to court approval, a receiver or conservator may do any of the following:

(a) Take possession of the books, records, and assets of the cemetery or cemetery entity.

(b) Employ employees and agents, legal counsel, actuaries, accountants, appraisers, consultants, and such other personnel as he or she considers necessary.

(c) Fix the reasonable compensation of employees and agents, legal counsel, actuaries, accountants, appraisers, and consultants with the court's approval.

(8) In the order of sale of the cemetery, the court shall make provision for notice to creditors and the filing of claims against the receivership or conservatorship. Money held by the cemetery in trust or in escrow shall not be distributed to the general creditors of the cemetery. This section does not prohibit the court from

allowing the sale of the cemetery to a person other than the holder of a license for the practice of mortuary science or a person who owns, manages, supervises, operates, or maintains, either directly or indirectly, a funeral establishment, or from allowing the sale of the cemetery to a municipal corporation.

(9) In addition to an action taken under this section, the commissioner may deny an application or may suspend or revoke a permit or registration after an administrative hearing as provided for in this act.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2002, Act 550, Imd. Eff. July 26, 2002;—Am. 2003, Act 289, Imd. Eff. Jan. 8, 2004;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.529a Performance of duties of commissioner; assistance from all departments, state agencies, public bodies corporate, committees, commissioners, officers of state, and any political subdivision.**

Sec. 9a. All departments, state agencies, public bodies corporate, committees, commissioners, or officers of this state, and any political subdivision of this state, so far as is compatible with their duties, shall give the commissioner or his or her designee any necessary assistance required by the commissioner in the performance of the duties of the commissioner. All departments, state agencies, public bodies corporate, committees, commissioners, or officers of this state, and any political subdivision of this state, shall provide the commissioner free access to any book, record, or document in their custody relating to the matters within the scope of the commissioner in the performance of his or her duties.

**History:** Add. 2008, Act 478, Imd. Eff. Jan. 12, 2009

**456.529b Consultants; contracts.**

Sec. 9b. The commissioner may enter into contracts to accomplish requirements under this act, including for the engagement of consultants. The commissioner may use an authorized employee or agent, who is an attorney, to represent the commissioner or the department in a contested case proceeding brought under this act.

**History:** Add. 2008, Act 478, Imd. Eff. Jan. 12, 2009

**456.530 Commissioner; auditing trust funds; registration of cemeteries; exemptions.**

Sec. 10. (1) The commissioner shall institute and maintain a system of auditing trust funds required by this act and of registering each cemetery authorized to be created, maintained, and operated in this state, as well as any other cemetery operating under state law or local ordinance. A cemetery owned and operated by a municipal corporation, church, or religious institution is exempt from this act. However, a municipal corporation may pass ordinances necessary for regulating that municipal corporation's cemeteries.

(2) A cemetery for earth interment of 10 acres or less in size, which is owned and operated entirely and exclusively by an existing nonprofit entity and in which a burial has taken place before September 15, 1968, is exempt from the fee provisions of this act, shall have the trust fund required by this act audited at the discretion of the commissioner, and is exempt from the endowment care trust fund requirements of section 16, except for the report requirements if the cemetery maintains endowment and perpetual care trust funds.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 1982, Act 289, Imd. Eff. Oct. 7, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.531 Commissioner; registration fee; renewal blank and notice.**

Sec. 11. The commissioner shall charge an annual registration fee of \$20.00 per year for each cemetery registered. Not less than 90 days before the expiration date prescribed in section 15, the commissioner shall cause a renewal blank to be mailed to each registrant, together with a notice advising the registrant of the time and procedures for renewal of a registration.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.532 Permit for registration required; acquisition of controlling interest in cemetery**

**company; application for certificate of approval; contents; issuance; fee; noncompliance; escrow of endowment and perpetual care trust fund; prohibited use of funds; "controlling interest" defined.**

Sec. 12. (1) A person shall not establish a cemetery without a valid permit or operate an existing cemetery except under a valid registration issued under this act.

(2) If a person proposes to purchase or otherwise acquire a controlling interest in an existing cemetery company, that person shall first apply to the commissioner for a certificate of approval of a proposed change of control of a cemetery company. The application shall contain all of the following:

(a) The name and address of the proposed new owner or operator.

(b) A sworn statement from the seller attesting to the assets and liabilities related to the cemetery, including all trust accounts and the value of those accounts.

(c) Sworn statements from both the seller and the purchaser stating who will assume the assets and liabilities related to the cemetery.

(d) A sworn statement that the principal from the endowment and perpetual care trust accounts will be held in escrow for 6 months from the later of the following:

(i) The commissioner's approval of the application.

(ii) The close of the sale of a controlling interest in the cemetery owner or the sale of a substantial portion of the assets of the cemetery owner.

(iii) The transfer of title of the cemetery.

(e) Any other information the commissioner requires.

(3) The commissioner shall issue a certificate of approval for a change of control only after he or she is satisfied that the proposed new cemetery owner or operator is qualified by good moral character, experience, and financial stability, responsibility, and security to control and operate the cemetery in a legal and proper manner, and that the interest of the public generally will not be jeopardized by the proposed change in ownership and management. The application for a purchase or change of control must be accompanied by an initial filing or investigation fee of \$1,500.00.

(4) If a person fails to comply with this section, the commissioner may do any of the following if a transfer of controlling interest is found to have taken place without prior commissioner approval:

(a) Suspend or revoke the registration of the cemetery.

(b) Issue a cease and desist order or other order requiring a person to immediately take remedial action as prescribed by the commissioner.

(c) Seek injunctive or other equitable action from a court of competent jurisdiction.

(d) Take other appropriate action until the person purchasing or otherwise acquiring a controlling interest in an existing cemetery, purchasing an existing cemetery, or otherwise acquiring the cemetery demonstrates compliance with this section or divests itself of any interest or control of the cemetery.

(5) After the sale, transfer, purchase, or acquisition of a controlling interest in a cemetery is completed, the endowment and perpetual care trust fund for the cemetery shall be escrowed into an account for the first 6 months of the new ownership. This subsection shall not be construed to prevent or prohibit the cemetery from receiving interest or income from the endowment and perpetual care trust fund to maintain the cemetery.

(6) The endowment and perpetual care trust funds of a cemetery being sold shall not be used by the new owner of an existing cemetery in any manner to purchase or otherwise finance the purchase of that cemetery from the previous owner.

(7) As used in this section, "controlling interest" means the capability to decide the operating and financial policies of the cemetery company or to select the officers or directors with majority control of the cemetery company.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1972, Act 290, Imd. Eff. Oct. 30, 1972;—Am. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

#### **456.532a Examining affairs of cemetery or person; inspection or audit of books, papers, records, and documents; audit charges.**

Sec. 12a. (1) The commissioner or an examiner, investigator, or other person the commissioner may appoint, may visit and examine the affairs of any cemetery or person required to register under this act and shall have free access to the books, papers, records, and documents of the cemetery corporation, person, affiliated person, or agent acting on its behalf that relate to the business of the cemetery or person required to

register under this act.

(2) The books, papers, records, and documents shall be available for inspection or audit at any time during regular business hours with reasonable notice. One or more qualified persons designated by the commissioner shall conduct the audit, whose services shall be charged to and paid by the cemetery.

**History:** Add. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.533 Establishment of cemetery; application for permit; investigation fee; conduct of investigation; notice to commissioner of certain changes; order to void certain appointments.**

Sec. 13. (1) Any person desiring to establish a cemetery shall file with the commissioner, on forms furnished by the commissioner, an application for a permit to establish a cemetery. The application shall be accompanied by a nonrefundable investigation fee of \$1,500.00.

(2) After a receipt of an application, the commissioner shall conduct an investigation pertaining to the physical plans, the community need for the planned cemetery, and pertinent information pertaining to the applicant's experience, financial security, responsibility, and stability, ability, and good moral character and the source, nature, and amount of consideration to be used in the purchase of the cemetery. If the applicant is not an individual, the same investigation shall be made of the owners, directors, officers, partners, members, or any person occupying a similar status or performing similar functions, or any affiliated person.

(3) A cemetery company shall immediately notify the commissioner of any change in its directors, officers, partners, members, affiliated persons, or any persons occupying a similar status or performing similar functions. If after investigation the commissioner determines that any new director, officer, partner, member, affiliated person, or a person occupying a similar status or performing a similar function does not have suitable experience, financial security, responsibility, and stability, ability, and good moral character, the commissioner shall order the cemetery company to void the appointment of the director, officer, partner, member, affiliated person, or any persons occupying a similar status or performing a similar function.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.533a Circumstances causing person to be ineligible as cemetery owner or holder of controlling interest; factors for determining eligibility.**

Sec. 13a. (1) Notwithstanding any other provisions governing eligibility as a cemetery owner, a person may be ineligible to become a cemetery owner or hold a controlling interest in a cemetery company if any of the following circumstances exist:

(a) The person has been convicted of a felony under the laws of this state, any other state, or the United States.

(b) The person has been convicted of a misdemeanor involving gambling, theft, dishonesty, or fraud in any state, or has been convicted under a local ordinance in any state involving gambling, dishonesty, theft, or fraud that substantially corresponds to a misdemeanor in this state.

(c) The person has knowingly submitted an application for a license under this act that contains false information.

(d) The person lacks the requisite character, experience, and financial responsibility to control and operate the cemetery in a legal and proper manner, as determined by the commissioner, and the proposed ownership or change in ownership and management is likely to jeopardize the public.

(2) In determining whether to allow a person to become a cemetery owner, the commissioner shall also consider all of the following:

(a) The past and present compliance of the person and its affiliated person with cemetery or cemetery-related licensing requirements, cemetery-related agreements, or compacts with the state of Michigan or any other jurisdiction.

(b) Whether the person has been indicted, charged, arrested, or convicted, has pleaded guilty or nolo contendere, or has forfeited bail concerning any criminal offense under the laws of any jurisdiction, either felony or misdemeanor, not including traffic violations, unless the offense has been expunged, pardoned, or

reversed on appeal or otherwise nullified as determined by the commissioner.

(c) Whether the person has filed, or had filed against it, a proceeding for bankruptcy or has ever been involved in any formal process to adjust, defer, suspend, or otherwise work out the payment of any debt.

(d) Whether the person has been served with a complaint or other notice filed with any public body regarding a payment of any tax required under federal, state, or local law that has been delinquent for 1 or more years.

(e) The person has a history of noncompliance with any regulatory requirements in this state, any other jurisdiction, or the federal government.

**History:** Add. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**456.534 Granting or refusing to grant permit; denial of application; procedures.**

Sec. 14. After receipt of the investigation fee and application, and after investigation, the commissioner shall grant or refuse to grant the permit. If the commissioner decides to deny the application for a permit, he or she shall follow the procedure set forth in section 19.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.535 Registration of cemetery; date; application; form; fee; expiration; procedure for denying registration; late penalty filing fee.**

Sec. 15. (1) Each person owning, managing, or operating a cemetery shall register the cemetery by filing with the commissioner a registration application before June 2 of each year, on a form furnished by the commissioner, and accompanied by the registration fee. A registration expires on July 1 of each year.

(2) If the commissioner intends to deny registration, the procedure set forth in section 19 shall be followed. The commissioner may impose a late penalty filing fee of \$10.00 per day on a person which filed a registration application after June 1.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.535a Witness fee; prohibition.**

Sec. 15a. A registrant shall not charge a fee for witnessing the lowering of a casket into the ground.

**History:** Add. 1996, Act 112, Imd. Eff. Mar. 5, 1996.

**456.536 Irrevocable endowment and perpetual care trust fund; establishment and maintenance; commingling prohibited; annual report; application for modification or waiver; expenses; bundling of funds with common ownership; pooling of trust or escrow funds for investment purposes; agreement with regulated financial institutions with trust powers; deposits; agent or seller; deposit requirements; use of interest or income; merchandise trust account; deposit for sale of burial vaults or containers; repayment; installation of vault; contents of cemetery merchandise and services contract; annual reports; deficit in amount of required deposits; penalty; hearing; additional penalty; powers and jurisdiction of attorney general and courts; disposition of fees, charges, and penalties; notice of financial transaction or investment; failure to submit reports under subsections (12) and (13); civil actions.**

Sec. 16. (1) The commissioner shall require each cemetery to establish and maintain an irrevocable endowment and perpetual care trust fund. The amounts deposited into an endowment and perpetual care trust fund pursuant to subsection (5) shall be held in perpetuity by the trustee and may only be distributed to the cemetery upon order of a court following petition by the commissioner. Interest or income shall be used only for endowment care. Except as otherwise provided in subsection (2), money in the endowment and perpetual care trust fund shall not be commingled with any other money or trust accounts. The cemetery shall report annually before July 1 of each year, on forms approved and furnished by the commissioner, endowment and perpetual care trust fund information required to be reported to the commissioner by other statutes and information regarding the funds as the commissioner considers pertinent in the public interest. A cemetery applying to the commissioner as authorized by other statutes for an endowment and perpetual care trust fund

deposit modification or waiver shall be assessed the actual expenses for an examination or investigation by the commissioner.

(2) Notwithstanding subsection (1), bundling of funds held in trust or escrow, for each cemetery or among cemeteries with common ownership, is permissible only under the following circumstances:

(a) Each cemetery maintains separate trust and escrow account records pursuant to statutory and rule requirements for endowed care, merchandise, or prepaid funeral and cemetery sales.

(b) A cemetery, or cemeteries with common ownership, has all its trust or escrow accounts on deposit with 1 or more regulated financial institutions with trust powers in this state.

(c) The trustee, or the trustee's trading block nominee, holds title in the name of each individual trust or escrow account for that trust or escrow account assets and the assets are promptly settled back to the individual accounts by the trustee in the ordinary course of business.

(3) Notwithstanding subsection (2), other comparable methods of bundling or pooling of trust or escrow funds for investment purposes may be permissible upon terms and conditions approved in writing by the commissioner and only after the commissioner is reasonably satisfied that the title to, character of, and accounting for funds held in trust or escrow is preserved.

(4) Not later than January 1, 2010, the irrevocable endowment and perpetual care trust fund shall be established, or reestablished, with 1 or more regulated financial institutions with trust powers that shall be the trustee of the portion of the fund allocated to it. The cemetery shall enter into agreements of irrevocable trust agreements with each trustee. Those agreements shall provide that the investing of the assets are subject to the Michigan prudent investor rule as set forth in sections 1501 to 1512 and 7803 of the estates and protected individuals code, 1998 PA 386, MCL 700.1501 to 700.1512 and 700.7803, except that the agreement shall not be modified or amended, as allowed under sections 1502(2) and 7105 of the estates and protected individuals code, 1998 PA 386, MCL 700.1502 and 700.7105, to provide less than the standard of care in the prudent investor rule. The cemetery shall notify the commissioner, in writing, not later than 14 days before the effective date of an appointment of a trustee. The cemetery may remove and replace a trustee at any time, subject to the consent of the commissioner, and subject to the terms of the cemetery's agreement with the trustee. The fees and costs of the trustee may, in accordance with the terms of the trust agreement, be paid from the principal of the trust. A cemetery that establishes its irrevocable endowment and perpetual care trust with 1 or more regulated financial institutions with trust powers, and that does not reserve, retain, or otherwise exercise any power of direction of specific investments, is not liable for any deficiencies in the irrevocable endowment and perpetual care trust caused by performance of the investments. A cemetery may reserve the right to recommend, to a trustee, an investment advisor, registered with the securities and exchange commission under the investment advisers act of 1940, 15 USC 80b-1 to 80b-21, or under the uniform securities act (2002), 2008 PA 551, MCL 451.2101 to 451.2703, to advise the trustee in the trustee's decisions on asset allocation, investment managers, and investments, except that a trustee is not required to heed such advice. Alternatively, and notwithstanding any other provisions of this section, and at all times subject to the Michigan prudent investor rule, a cemetery may direct the trustees to make certain investments, provided that the trust is a named beneficiary of fiduciary liability insurance covering the cemetery's or other fiduciaries' actions in an amount equal to 100% of the amount so directed. Proof of the fiduciary liability coverage shall be provided not less than annually to the commissioner, in a form to be determined by the commissioner, before any direction being given. The commissioner or the attorney general may prosecute a claim against the fiduciary liability insurance on behalf of the trust. The trustees are not liable, or otherwise punishable, for complying with the direction of investments except that the trustees shall retain custody of all the investments.

(5) Beginning January 12, 2009, an irrevocable endowment and perpetual care trust fund shall be created by the deposit of at least \$50,000.00 into the fund before any sale of burial rights, entombment rights, or columbarium rights is made.

(6) Each month, not less than 15% of all proceeds received during the previous month from the sales of burial rights, entombment rights, or columbarium rights shall be deposited with the trustee for inclusion in the endowment and perpetual care trust fund. No total deposit for a single burial right sale or assignment shall be less than \$20.00. A cemetery may apply to the commissioner for a modification of the minimum deposit requirement. The commissioner shall take testimony and investigate as he or she considers necessary and if the commissioner determines that the applicant's endowment and perpetual care trust fund will generate sufficient income to meet all current costs of keeping the applicant's cemetery in good condition, the commissioner may modify the minimum deposit requirement. A cemetery applying to the commissioner for a modification of the endowment and perpetual care trust fund deposit requirements shall be assessed the actual costs for the commissioner's examination and investigation. Excess money in the fund may be applied by a cemetery against future deposits and shall be annually reported to the commissioner in a manner prescribed

by the commissioner.

(7) The commissioner shall require each person engaged as agent or seller in the selling of burial rights, entombment rights, or columbarium rights owned by a party other than a cemetery or corporation subject to the irrevocable endowment and perpetual care trust fund requirements of this act and other laws, to deposit 15% of all gross proceeds received from the sales of those rights into the irrevocable endowment and perpetual care trust fund of the cemetery in which the rights are located if an irrevocable endowment and perpetual care trust fund exists for that cemetery. A deposit required to be made by those persons shall be modified or waived if the cemetery has received an irrevocable endowment and perpetual care trust fund deposit modification or waiver approved by the commissioner. The total deposit for a single adult burial right sale or assignment shall not be less than \$20.00.

(8) Interest or income from the money in the endowment and perpetual care trust fund shall be used exclusively for endowment and perpetual care. No portion of the interest or income may be used directly or indirectly for salaries or other payments to the officers, directors, partners, members, or managers of the entity owning the cemetery. Withdrawals of accumulated interest or income from the endowment and perpetual care trust fund may be authorized by the trustee, and such withdrawals shall be documented in the manner provided by rule of the commissioner. A cemetery shall maintain records showing that interest from the endowment and perpetual care trust fund is used exclusively for endowment and perpetual care. The trustees are not responsible for ascertaining that money paid to the cemetery is expended for the limited purposes permitted by this subsection.

(9) Subject to subsection (17), a cemetery that is required to register pursuant to this act and an agent authorized by a cemetery or acting on its behalf under an agreement or sales contract to sell cemetery merchandise or cemetery services shall establish a merchandise trust account and deposit a percentage of the gross proceeds received from the sales as determined by the commissioner. The merchandise trust account shall be maintained exclusively for the deposit of the money into a regulated financial institution under the terms of a written trust agreement approved by the commissioner. All documents, reports, and records regarding the trust shall be kept in this state. It shall be the responsibility of each registrant under this act to assure that documents relating to the merchandise trust account are provided to the commissioner upon request. If a subpoena is issued to obtain these documents, the registrant shall pay all costs related to obtaining the documents. The money shall be deposited not later than the month following its receipt.

(10) Subject to subsection (17), the total deposits to a merchandise trust for the sale of cemetery burial vaults or other outside containers, other than crypts installed underground and sold as part of a cemetery lot, shall at all times be not less than the greater of \$100.00 per vault or outside container or 130% of the total costs of the containers covered by the trust. Money deposited in connection with a sale shall be repaid within 30 days upon written demand of the purchaser. A burial vault shall be installed only at need or by separate written authorization of the purchaser. The cemetery shall have the right to withdraw the amount on deposit for the delivered vault or outside container.

(11) Subject to subsection (17), a contract or agreement made with a purchaser of cemetery merchandise and cemetery services shall contain a complete description of the cemetery merchandise purchased and of the cemetery services to be rendered.

(12) The commissioner shall require the cemetery owner or operator to report annually before July 1 of each year on forms provided by the commissioner. The reports shall contain information as the commissioner considers necessary to ascertain that the requirements of this act and rules promulgated under this act are being implemented. Subject to approval of the department, the cemetery owner or operator may ask for an extension not to exceed 90 days to submit the report required by this subsection. All reports required by this subsection and subsection (13) shall include a sworn statement by the cemetery owner or operator that includes the following:

(a) A certification that the signing cemetery owner or operator has reviewed the report.

(b) Based on the operator's or owner's knowledge, that the report does not contain any untrue statement of material fact related to the financial condition of the endowment and perpetual care trust fund or merchandise trust accounts.

(c) Based on the operator's or owner's knowledge, that the report fairly presents all material information regarding the financial condition of the endowment and perpetual care trust fund or merchandise trust accounts.

(d) That the signing operators or owners are responsible for establishing and maintaining internal controls; have designed those internal controls to ensure the accuracy of material information relating to the condition of the endowment and perpetual care trust fund or merchandise trust accounts; have evaluated the effectiveness of the internal controls within 90 days before the issuance of the report; and have included information evaluating the effectiveness of those internal controls.

(13) At a minimum, the commissioner shall require the following information concerning the endowment and perpetual care trust fund, the accuracy of which shall be certified by a certified public accountant:

- (a) Beginning and ending balances.
- (b) Receipts from the sale of burial, entombment, and columbarium rights.
- (c) Deposits to the endowment and perpetual care trust fund.
- (d) Itemized payments of interest or income.
- (e) Documentation that interest was utilized solely for endowment care.

(14) If, after an audit by the commissioner's staff, a deficit in the amount of required deposits to the trust funds is found, the commissioner may assess a penalty in the amount allowed under this act. The cemetery entity may request an administrative hearing before the commissioner or a hearing officer designated by the commissioner within 30 days after being notified of a deficit by the commissioner. If, following the administrative hearing, the commissioner determines that a deficit does exist, an additional penalty may be assessed each month on the unpaid monthly balance until the deficit is paid in full.

(15) In addition to all other remedies at law or in equity, the attorney general and the circuit court of the county in which the cemetery is located have all the powers and jurisdiction granted to the attorney general and court as to trusts covered by 1915 PA 280, MCL 554.351 to 554.353. The remedies granted include all endowment and perpetual care trust funds without regard to uncertainty or indefiniteness of beneficiaries.

(16) All fees, charges, and penalties, or other money from any source, collected under this act, other than fines prescribed in section 21, shall be paid to the commissioner. Upon receipt, the commissioner shall remit money received to the department of treasury for deposit in the general fund of this state.

(17) Any preneed contracts for cemetery merchandise or services entered into on or after January 1, 2005 are subject to the prepaid funeral and cemetery sales act, 1986 PA 255, MCL 328.211 to 328.235.

(18) Not less than 7 days before 30% of the endowment and perpetual care or perpetual care funds established under this act are moved from an account or otherwise engaged in some type of financial transaction or investment, the cemetery owner or operator shall notify the commissioner of the transaction on appropriate forms that the commissioner shall authorize. The commissioner may allow the submission of a notification up to 7 days after the transaction, for good cause shown. Failure to comply with this subsection is considered a violation of this act.

(19) The commissioner, upon finding after notice and an opportunity for a hearing pursuant to the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, that a cemetery owner or operator has failed to timely submit a report required under subsections (12) and (13), regardless of whether he or she acted alone or through an employee or agent, may impose an administrative fine, payable to the commissioner, for the enforcement of this act. If the commissioner finds that a violation occurred despite the exercise of due care, the commissioner may issue a warning instead of imposing an administrative fine.

(20) The commissioner shall advise the attorney general of the failure of a person to pay an administrative fine imposed under this section. The attorney general may bring an action in a court of competent jurisdiction for the failure to pay an administrative fine imposed under this section.

(21) Applicable provisions of the revised judicature act of 1961, 1961 PA 236, MCL 600.101 to 600.9947, apply to civil actions filed pursuant to this section.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1972, Act 290, Imd. Eff. Oct. 30, 1972;—Am. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2003, Act 89, Imd. Eff. July 24, 2003;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009;—Am. 2010, Act 326, Imd. Eff. Dec. 21, 2010.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

#### **456.536a Preconstruction sales of crypts or niches.**

Sec. 16a. A person shall not develop or build a mausoleum or columbarium and engage in preconstruction sales of crypts or niches in a mausoleum or columbarium unless that person does both of the following:

(a) Agrees to complete the mausoleum or columbarium within 4 years after the date of the first sale of an entombment or inurnment right in the proposed mausoleum or columbarium or, if construction is not completed within that time and upon the request of the purchaser, agrees to offer to the purchaser a refund of 100% of the purchase price with interest calculated at the rate of 4% per annum.

(b) Agrees that if the person for whom the entombment or inurnment right in the proposed mausoleum or columbarium dies before completion of the mausoleum or columbarium, an alternative disposition of the remains shall be provided until completion of the mausoleum or columbarium or until a refund is made of 100% of the purchase price with interest calculated at the rate of 4% per annum.

**History:** Add. 2004, Act 22, Eff. Jan. 1, 2005.

**456.537 Right to possess space within cemetery; presumption of abandonment; certification; notice; record; remedies; transfer; sale; contract; publication on internet website; exception; intent of section; definitions.**

Sec. 17. (1) A person possessing a right to a space within a cemetery is presumed to have abandoned the right if all of the following apply:

(a) During the past 60 years, the person possessing the right to the space or the person's authorized representative has not provided the cemetery owner or operator with an updated address for purposes of contacting the person.

(b) During the past 60 years, the person possessing the right to the space or the person's authorized representative has not contacted the cemetery owner or operator and affirmed possession of the right in any of the following ways:

(i) Requesting an interment or notifying the cemetery owner or operator of an interment under the right to the space.

(ii) Requesting the installation of a memorial or notifying the cemetery owner or operator of the installation of a memorial under the right to the space.

(iii) Indicating or requesting a transfer of the right to the space to another person.

(iv) Making a payment to the cemetery owner or operator relating to the right to the space.

(v) Affirming in writing the possession of the right to the space.

(c) A memorial has not been installed at the cemetery under the right to the space.

(d) Remains have not been interred at the cemetery under the right to the space.

(2) If, after a right to a space is presumed to be abandoned under subsection (1), all of the following requirements are met, the cemetery owner or operator may under subsection (4) certify the right as abandoned:

(a) The cemetery owner or operator posts on the space for 120 consecutive days a written notice of intent to certify the right to the space as abandoned.

(b) If the cemetery owner or operator has a mailing address for the person possessing the right to the space or the person's authorized representative, the cemetery owner or operator sends to that address a written notice of intent to certify the right to the space as abandoned. The notice shall be sent by certified mail with a return receipt requested.

(c) If any of the following conditions apply, the cemetery owner or operator publishes once a week for 2 consecutive weeks a notice of intent to certify the right to the space as abandoned in a newspaper circulated in the county in which the cemetery is located:

(i) The cemetery owner or operator does not have a mailing address for the person possessing the right to the space or the person's authorized representative.

(ii) Whether or not a written notice mailed under subdivision (b) is returned as undeliverable, the person possessing the right to the space or the person's authorized representative has not contacted the cemetery owner or operator and affirmed the person's possession of the right within 60 days after the notice was mailed.

(d) If publication is required under subdivision (c), 60 days have elapsed since the cemetery owner or operator published the second notice and the person possessing the right to the space or the person's authorized representative has not contacted the cemetery owner or operator and affirmed the person's possession of the right.

(3) A notice required under subsection (2) shall state all of the following:

(a) A description of the right to a space affected.

(b) If known to the cemetery owner or operator, the name of the person possessing the right to the space and the person's authorized representative, if any.

(c) The time frame within which a person possessing the right to the space or the person's authorized representative must contact the cemetery owner or operator and affirm the person's possession of the right to the space to prevent the right from being certified as abandoned.

(d) That, if the right to the space is certified as abandoned, a person who possessed the right may be entitled to the remedies set forth in section 17 of the cemetery regulation act, 1968 PA 251, MCL 456.537.

(e) The name, address, electronic mail address, and telephone number of the cemetery owner or operator.

(4) A right to a space is certified as abandoned by any person possessing the right if, after satisfying the requirements of subsections (2) and (3), the cemetery owner or operator creates, signs, and maintains a record that states all of the following:

(a) A description of the right to a space affected.

(b) The names of any persons possessing the right to the space immediately before the right is certified as abandoned, if known to the cemetery owner or operator.

- (c) That the right to the space is presumed to be abandoned under the criteria set forth in subsection (1).
- (d) That the cemetery owner or operator provided notice in compliance with subsections (2) and (3).
- (e) That the cemetery owner or operator has not received a response to a notice under subsection (2) from a person possessing the right to the space or the person's authorized representative affirming the person's possession of the right.

(5) A person whose right to a space was certified as abandoned under subsection (4) is entitled only to the following remedies:

- (a) Reinstatement of the right to the space if the right has not been resold or otherwise transferred to another person by the cemetery owner or operator.
- (b) If the right to the space has been resold or otherwise transferred to another person by the cemetery owner or operator, at the option of the person whose right was certified as abandoned, either of the following:
  - (i) A different right to a space of comparable value within the cemetery.
  - (ii) Compensation in the amount that the person whose right was certified as abandoned paid for the right or in an amount equal to 65% of the price for which the right was resold or otherwise transferred by the cemetery owner or operator, whichever amount is greater.

(6) If a person possessing a right to a space within a cemetery or the person's authorized representative is notified by the cemetery owner or operator under subsection (2) and the person or the person's authorized representative does not wish to retain possession of the right, the person or the person's authorized representative may transfer the right to the space back to the cemetery owner or operator for an amount as agreed by the parties.

(7) A contract for the sale of a right to a space entered into by a cemetery owner or operator after the effective date of this section shall contain a written notice of the presumption of abandonment of a right to a space under subsection (1).

(8) A cemetery owner or operator may publish on 1 or more internet websites a notice of intent to certify a right to a space as abandoned under subsection (2). A cemetery owner may use an internet search to attempt to identify for use under subsection (2) the current mailing address of a person possessing a right to a space or the person's authorized representative.

(9) Subsections (1) to (8) do not apply to a right to a space if 1 or more of the following apply:

- (a) An inscribed memorial is located on the space to which the right applies.
- (b) Both of the following apply to the space to which the right applies:

(i) The space immediately adjoins an inscribed memorial and the adjoining side of the inscribed memorial displays a family surname.

(ii) The space was purchased with another space on which the inscribed memorial that displays the family surname is located.

(c) Both of the following apply to the space to which the right applies:

- (i) The space immediately adjoins an inscribed memorial.
- (ii) The space immediately adjoins a space that was purchased with the right to a space and includes interred remains.

(10) This section is intended to advance the significant and legitimate public purpose of ensuring the availability and productive use of space within cemeteries and providing security in rights consistent with the health, safety, and welfare of the people of this state.

(11) As used in this section:

(a) "Inscribed memorial" means 1 or both of the following:

(i) A stone or other structure or item that is used for the purpose of memorializing a decedent on a place of interment and that displays the name of a decedent.

(ii) A stone or other structure or item that identifies an area of a cemetery dedicated for the interment of members of a family and that displays a family surname.

(b) "Right to a space" or "right" means the privilege, license, or right of interment in a space in a cemetery.

**History:** Add. 2014, Act 398, Eff. Jan. 1, 2015.

**Compiler's note:** Former MCL 456.537, which pertained to the licensing of salesmen and trainees, was repealed by Act 132 of 1982. Imd. Eff. Apr. 20, 1982.

#### **456.538 Denial, suspension, or revocation of permit or registration, and other disciplinary action; grounds; effect; fulfillment of contractual obligations and agreements; administrative fine.**

Sec. 18. (1) The commissioner may deny an application filed under this act and refuse to issue a permit or registration, or may suspend or revoke a permit or registration, or may reprimand, place on probation, or take other disciplinary action against the applicant if the commissioner's investigation reveals facts which, with

reference to the establishment of a cemetery, show inappropriate physical plans; lack of community need; inadequate experience, financial stability, or integrity to protect the public welfare; or when the commissioner finds that the cemetery owner, operator, or applicant or the officers, cemetery owners, directors, members, affiliated persons, or general manager of those entities has done 1 or more of the following:

- (a) Made a false statement of a material fact in the application.
- (b) Not complied with this act.
- (c) Been guilty of an unlawful or fraudulent act in connection with selling or otherwise dealing in cemetery lots and burial rights regulated by this act or funeral or cemetery merchandise and services regulated by the prepaid funeral and cemetery sales act, 1986 PA 255, MCL 328.211 to 328.235.
- (d) Been guilty in the judgment of the commissioner of other conduct whether of the same or different character than specified in this act which constitutes dishonest and unfair dealing or a demonstration of lack of good moral character.
- (e) Violated article 18 of the occupational code, 1980 PA 299, MCL 339.1801 to 339.1812.
- (f) Violated the terms of an assurance of discontinuance entered into with the commissioner pursuant to section 9(5).
- (g) Violated the prepaid funeral and cemetery sales act, 1986 PA 255, MCL 328.211 to 328.235.
- (h) Failed to comply with section 2080 of the insurance code of 1956, 1956 PA 218, MCL 500.2080.
- (i) Adopted, enforced, or attempted to enforce a regulation of the cemetery that prohibits the installation of a grave memorial or burial vault unless the grave memorial or burial vault was purchased from the cemetery. This subdivision does not prohibit a cemetery from adopting and enforcing consistent rules and regulations to be followed by both the cemetery and outside vendors as to the quality, size, shape, type, installation, and maintenance of the grave memorial or burial vault.

(2) If the commissioner denies an application for a permit or registration, or suspends or revokes an existing permit or registration required by this act, the denial, revocation, or suspension shall revoke the cemetery operation as to the sale or assignment of burial rights, entombment rights, or columbarium rights, cemetery merchandise, or cemetery services after the date of the suspension, revocation, or denial. The cemetery owner or operator shall fulfill all contractual obligations and agreements entered into before the date of the suspension, revocation, or denial, and shall make required interments for the owners of burial rights, entombment rights, or columbarium rights purchased before the date of suspension, revocation, or denial.

(3) The commissioner may impose an administrative fine of not more than \$5,000.00 for each separate violation of this act.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

#### **456.539 Denial, suspension, or revocation of permit or registration; notice of intent; hearing; decision.**

Sec. 19. If the commissioner intends to deny an application for a permit to establish a cemetery, to refuse registration of an existing cemetery, or to suspend or revoke a registration, the commissioner shall give written notice to the person involved of that intent. The notice shall state a time and a place for hearing before the commissioner or a designated hearing officer, and a summary statement of the reasons for the proposed action. The notice of intent shall be mailed by certified mail to the applicant at least 15 days before the scheduled hearing date. The commissioner shall hold a hearing pursuant to the notice in the manner required by the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, and the rules of procedure adopted by the commissioner. The commissioner shall issue a written decision.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1978, Act 102, Imd. Eff. Apr. 6, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

#### **456.540 Appeal.**

Sec. 20. Any person aggrieved by the decision of the commissioner rendered under section 19 may appeal to the circuit court as provided in chapter 6 of Act No. 306 of the Public Acts of 1969, as amended, being sections 24.301 to 24.306 of the Michigan Compiled Laws.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.541 Violations; penalties.**

Sec. 21. (1) Except as otherwise provided for in subsection (2), a person who violates this act is guilty of a misdemeanor punishable by a fine of not more than \$10,000.00.

(2) If the violator is an individual, the offense is punishable by a fine of not more than \$10,000.00 or imprisonment for not more than 1 year, or both.

**History:** 1968, Act 251, Eff. Sept. 15, 1968;—Am. 1978, Act 215, Imd. Eff. June 5, 1978;—Am. 1982, Act 132, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 22, Eff. Jan. 1, 2005;—Am. 2008, Act 478, Imd. Eff. Jan. 12, 2009.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.542 Repeal.**

Sec. 22. Act No. 337 of the Public Acts of 1966, being sections 456.501 to 456.514 of the Compiled Laws of 1948, is repealed.

**History:** 1968, Act 251, Eff. Sept. 15, 1968.

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.

**456.543 Effective date of act.**

Sec. 23. This act shall take effect September 15, 1968.

**History:** 1968, Act 251, Eff. Sept. 15, 1968

**Compiler's note:** For transfer of powers and duties of certain occupational functions, boards, and commissions from the Department of Licensing and Regulation to the Department of Commerce, see E.R.O. No. 1991-9, compiled at MCL 338.3501 of the Michigan Compiled Laws.